

2013 Plan Year

Health Benefits Wellness Fair

Berkeley Adult School, Multipurpose Room
1701 San Pablo Avenue, Berkeley, CA

The Health Benefits Wellness Fair is held during the Open Enrollment period each year. This year, Open Enrollment is October 2, 2012 through October 31, 2012. During this period, you have the opportunity to make changes to your benefits elections. These include: adding or dropping coverage for yourself or your eligible dependents, and/or changing health or dental carriers and/or plans, enrolling and renewing of Flex Spending Plans. Below are the times for the Health Benefits Wellness Fair. Changes made during Open Enrollment will be effective January 1, 2013.

Employee Session: October 11, 2012 12:00 pm—5:30 pm
Retiree Session: October 4, 2012 12:00 pm—3:00 pm

At the retiree session on October 4, 2012, there will be a presentation regarding Medicare at 1:00 pm. The speaker will be available until 2:00 pm to answer any questions you may have.

Join us and you will have the opportunity to:

Meet and ask your health carrier questions
Submit Open Enrollment forms to Benefits Staff

And receive:

Health Information
Fitness & Nutrition Information
Free Health Screenings
Healthy Snacks
Giveaways
Raffle prizes (every hour, must be present to win)





Health Benefits and Flex Spending Open Enrollment Window Hours

The Health Benefit Office's Open Enrollment window hours are listed below. Walk-in submissions will be accepted during these dates and times. You can also call the Office at 510.644.6666 to answer any questions you may have.

Dates	Days of the Week	Window Hours
10/2 - 10/4	Tuesday - Thursday	8:30 am - 4:00 pm
10/9, 10/10, 10/12	Tuesday, Wednesday, Friday	8:30 am - 4:00 pm
10/15 - 10/18	Monday - Thursday	8:30 am - 5:00 pm
10/22 - 10/25	Monday - Thursday	7:30 am - 5:00 pm
10/29 - 10/31	Monday - Wednesday	7:30 am - 5:00 pm

The Risk Management/Benefits Office will be closed all other dates and times during open enrollment to process paperwork.

Please note: Employees may submit the completed enrollment/change form by coming to the Risk Management/Benefits window or through Postal Mail. Forms must be received in the Risk Management/Benefits no later than 5:00 pm on Wednesday, October 31, 2012. Inter-District mail and postmarked submittals received after 5:00 pm on Wednesday, October 31, 2012 will not be accepted.



Berkeley Unified School District
Office of Risk Management
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