



## **BENEFITS ENROLLMENT 2025**

Benefits enrollment for plan year 2025-2026 is open for all eligible employees May 15<sup>th</sup> through May 30<sup>th</sup>. Eligible employees include full-time employees working 30 hours or more per week. Coverage for the new plan year will begin July 1, 2025. Our enrollment is managed through our third-party administrator Benefit Allocation Systems (BAS), and all enrollment actions are done by employees via the MyEnroll360 website: [myenroll.com](https://myenroll.com).

Part of our benefit offerings this year is a flexible spending account (FSA) offered with PPO Plan 1 and PPO Plan 2. Also new this year is our pharmacy vendor. We have moved from Prime Therapeutics to Magellan Rx. Everyone will be receiving a new medical/prescription card this year due to this change, so please make sure to provide your new ID card to your doctor/pharmacy. Please note that all benefits are bundled together (Medical, Dental, Vision, Basic Life/AD&D).

This year's enrollment is passive, meaning that you will be auto enrolled in the same benefits you currently have. If you are an existing employee and do not wish to make any changes to your benefits, you will be passively enrolled and there is no action needed on your part other than to verify that all your enrollment and contact information is correct.

If you are an existing employee and wish to make a change to your coverage (including HSA and FSA contribution amount), you must access the MyEnroll website, log into your account, and make your changes by completing the enrollment process manually.

If you are new to enrollment this year, and plan to enroll, please access the website, create an account, and follow the Enrollment Wizard instructions.

If you are new to enrollment this year, and do not plan to enroll, you still must access the website, create an account, and waive coverage. This is required for federal reporting purposes.

For additional details about benefit plans and instructions on how to access MyEnroll360, please visit the diocesan Office of Human Resources website and click on Medical Benefits Forms & Docs: <https://diocesecc.org/human-resources>.