



## **Open Enrollment 2015 FAQs**

### **1. Who is eligible to participate in the insurance programs?**

- Full-time employees (working 30 hours or more per week)

### **2. How do I enroll?**

- Open Enrollment 2015 is a "passive enrollment" – you do not have to re-enroll in your benefits. The benefits that you are currently enrolled in will automatically rollover into the next plan year that begins July 1, 2015.
- If you wish to enroll or make changes, visit the online portal at: <https://portal/adp.com>

### **3. Where do I find the payroll deduction amounts?**

- [Employee Benefits Guide on Hopenet](#)

### **4. Are the BCBS and MetLife plan designs staying the same?**

- Yes! Upbring and LSS Senior Services' are continuing to offer the same Blue Cross Blue Shield of Texas (BCBS) health insurance plans – there are no plan design changes from what was offered in 2014.

MetLife also has no insurance plan changes and includes: dental, vision, life, AD&D, short-term disability and long-term disability.

For more information on Open Enrollment, visit [Hopenet](#) or [ADP Portal](#).

### **5. Do I have to enroll in all insurances? Or can I enroll in one only, for example dental?**

- You can select whichever plan(s) you wish to enroll in. For example, health only or health and dental.