



Health Care Benefits for Part-Time Employees

As a part-time employee who works an average of at least 30-hours per week, you are automatically enrolled for EAP coverage and eligible to elect JCCC medical plan coverage.

Medical Plan

Medical Plan eligible part-time employees may choose to enroll in either the Preferred-Care Blue PPO or BlueSelect Plus PPO option with Blue Cross and Blue Shield of Kansas City. If you choose to cover your dependents please note that you will have to provide documentation as to their eligibility for coverage (see below). You **MUST** provide the supporting documentation no more than sixty (60) days following your benefit eligibility date, otherwise your dependent(s) coverage will be retroactively terminated.

You can find more information on the medical plan options available to part-time employees at the following web link:

<http://www.jccc.edu/about/leadership-governance/administration/human-resources/employee-benefits-leaves/files/pdfs/ppo-benefit-summary.pdf>

Per pay period medical plan premiums for part-time employees for the 2018/2019 Benefit Plan Year (June 1st to May 31st) are as follows:

<u>Medical Option & Coverage Level</u>	<u>Cost</u>
Preferred-Care Blue PPO-Employee	\$42.28
-Employee +1	\$372.12
-Family	\$641.31
BlueSelect Plus PPO-Employee	\$37.20
-Employee +1	\$327.46
-Family	\$564.35

Your PPO deductible and coinsurance amounts are determined on a **calendar year basis**. This means your PPO deductible and copay amounts **will restart each January 1st**.

Dependent Eligibility

If you wish to add a dependent to your medical coverage, JCCC will require documentation of the dependent's eligibility for coverage. An outline of eligible dependents and the necessary documentation requirements is available at the following link:

<http://www.jccc.edu/about/leadership-governance/administration/human-resources/employee-benefits-leaves/files/pdfs/employee-eligibility-dependent-coverage-matrix.pdf>

Employee Assistance Program (EAP)

You are automatically enrolled in the EAP, at no cost to you. Johnson County Community College provides EAP coverage with ComPsych® Guidance Resources®, at no cost, to all full-time and part-time regular employees. Guidance Resources provides support, resources and information for personal and work-life issues to you and your immediate family member's. For more information, you can access the Guidance Resources Online website here [Employee Assistance Program](#) (Web ID = JCCCEAP), or call 866-553-1848.

Qualified Status Change

Changes to your medical plan election during the benefit year are not generally allowed unless you experience an IRS-approved Qualified Status Change event during the plan year. Qualified Status Change events include marriage, divorce, birth or adoption of a child, the loss of a spouse's insurance through another company as well as several additional qualified events. **You must contact a Benefits Specialist within 30 days of the Qualified Status Change event.** Changes will be effective the 1st of the month following your notice to a Benefits Specialist ***and*** the receipt of the appropriate supporting documentation. Changes due to marriage or the birth of a child may be made sooner. If you notify us later than 30 days after the Qualified Status Change event and the change results in a plan level modification (such as a change from family to employee plus one coverage), you will be unable to make changes to your benefit plan enrollment elections until the next open enrollment period.

NOTE: For more information on a Qualified Status Change please visit the following link on the JCCC benefits website:

<http://www.jccc.edu/about/leadership-governance/administration/human-resources/employee-benefits-leaves/files/pdfs/qualified-status-change-information.pdf>

If You Want to Enroll or Have Questions

If you have any questions concerning any of the benefit information presented here and/or want to enroll in the JCCC Medical Plan, please feel free to reach out to your appropriate Benefit Specialist as follows:

Connie Brickner	Ext. 4757	Last Names Starting with A-F
Lisa Gates	Ext. 3619	Last Names Starting with G-N
Lisa Sullivan	Ext. 7624	Last Names Starting with O-Z