



July 26, 2007

MEMORANDUM

TO: Benefits-Eligible Faculty and Staff

FROM: Brett L. Morris  
Assistant Vice President for Human Resources

SUBJECT: Annual Benefits Enrollment Information  
(OHR 2007-041)

*If you supervise employees who don't have email access, could you please print a copy of this memo for them or post a copy where they will see it? Thank you.*

**Annual Enrollment for benefits-eligible employees of  
the Health Science Center ends on July 31.**

Until then you may change your group insurance benefit elections and add or remove dependents from coverage. Elections made during annual enrollment will become effective on September 1, 2007.

**You DO NOT need to take any action** during annual enrollment if you are not making any changes to your current coverages (medical, dental, life, etc.) **with the exception of** UT FLEX flexible spending accounts. If you are currently enrolled in HMO Blue (the health maintenance organization), you will be automatically changed to the UT Select preferred provider organization effective September 1, 2007.

**You MUST login to UT Touch and re-enroll if:**

- You want to enroll in a UT FLEX flexible spending account for the 2007-2008 fiscal year. You must enter your election amount(s). If you want the UT FLEX debit card for the coming plan year, you must select the debit card checkbox.
- You would like to change your current benefit elections (medical, dental, etc.) or amounts of insurance coverage.
- You need to add or remove dependents from coverage.
- You would like coverage for a plan you do not currently have.

**Remember, your selections must be completed by midnight, Tuesday, July 31, 2007.** Please verify your personal information prior to making your benefits elections. You may change your elections at any time during the annual enrollment period, but your elections MUST be completed before midnight on July 31, 2007. All benefit updates are explained in the [Benefits Newsletter](http://www.utsystem.edu/benefits/newsletter/) (<http://www.utsystem.edu/benefits/newsletter/>).

### **Important Information**

**HMO Blue Coverage Ends August 31, 2007:** Effective September 1, 2007, all UT employees, retired employees, surviving spouses, and eligible dependents currently enrolled in HMO Blue Texas will automatically be changed to UT SELECT coverage. HMO participants received a letter via US mail which provided additional details regarding HMO transition issues.

**Prescription Drug Co-Pay Update:** The prescription drug program for UT Select is administered by MEDCO Health System. The generic prescriptions, dispensed at retail and through the mail, will remain unchanged for Plan Year 2007-2008. However, there will be a slight increase on non-generic prescriptions.

**Grandchild Coverage Change:** Grandparents who want to cover eligible grandchildren no longer need to cover a parent of grandchild.

**You Must Re-Enroll in UT Flex:** If you are currently enrolled in a UT FLEX Flexible Spending Account (FSA) this 2006-2007 plan year, you MUST enroll during this Annual Enrollment to continue participation during the 2007-2008 Plan Year. Any unused 2006-2007 UT Flex Medical Expense Reimbursement balances can be used during the **grace period** of September 1, 2007 - November 15, 2007.

Visit these links to get started!

- View 2007-2008 Benefits Information  
(<http://www.utsystem.edu/benefits/2007/ae/homepage.asp> )
- Enroll online using U.T. Touch  
(<https://utdirect.utexas.edu/nlogon/sgwww/UTTOUCH/> )
- Calculate Your 2007-2008 Out-of-pocket Cost for Benefits  
(<http://www.utsystem.edu/benefits/2007/cost.asp> )

Please call the Office of Human resources at 567-2600 if you have any questions or need assistance with your enrollments.

**OHR 2006-041**