

2011-2012 MONTANA UNIVERSITY SYSTEM RETIREE ENROLLMENT FORM

Check reason you are completing form

New Enrollment (change in status from active to retiree) Annual Enrollment Mid-Year Change

Retiree/Surviving Spouse Information

Name (Last, First, MI): _____ Birth Date: _____ Social Security Number: _____

Mailing Address: _____ City, State, Zip: _____

This is a new address: YES NO

Phone (Home): _____ Phone (Work): _____

MID YEAR CHANGE INFO

Change of status due to: (Check One) Death Marriage Divorce Spouse Change in Employment
 Other (Please Explain) _____

Date of Status Change: _____ (Campus Use Only) **Effective Date of Change:** _____

Campus (circle): OCHE MSU MSU-B MSU-N MSU-GF UM MT Tech UM-W UM-HIna FVCC MCC DCC State Bar

Dependent Coverage: I understand any changes in my benefit elections and covered dependents must be necessitated by and consistent with a change in family status and must be acceptable under the regulations issued by the US Department of the Treasury. I request the following continuations and changes:

Name (Last, First, MI)	Keep	Add	Delete
Spouse/ Adult Dependent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dependent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dependent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you run out of spaces for additional family members, please attach a list to this form.

Information About Other Group Coverage

Are you, your spouse or any dependents continuing coverage by another plan? YES NO

If yes complete below: **Please include anyone eligible for MEDICARE or Medicaid.**

Name (Last,First,MI):	Part A	Part B	Other Employer	Name and Number of Plan
Retiree	<input type="checkbox"/>	<input type="checkbox"/>		
Spouse/ Adult Dependent	<input type="checkbox"/>	<input type="checkbox"/>		
Dependents				

ENROLLMENT INFORMATION

Waiver of Coverage - I have been given the opportunity to enroll in the MUS Benefits Plan and decline all participation at this time.

Name (Last, First, MI)	Birth Date Month/ Day/ Year	Gender		MANDATORY! Social Security #	Indicate ALL Dependents to be covered for THIS PLAN YEAR			
		M	F		No Dependent Coverage	Spouse Only	Child(ren) only	Spouse & Child(ren)
Spouse/ Adult Dependent					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dependent					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dependent					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Attach a list if you have additional covered dependents.

Choose a MEDICAL PLAN.

See Choices Workbook for premium rates and areas where Managed Care plans are available.

Choose one plan and one coverage level. *(mp) =*BOTH Medicare Parts A & B Are Required! MC = Managed Care

Please mark your retiree status: Retiree NOT on Medicare Retiree Enrolled in Medicare*

	Allegiance Traditional	Blue Cross MC	Allegiance MC	Peak MC	New West MC	MAP*
Retiree Only						
Retiree + 1						
Retiree +2						
Retiree + Spouse*(mp)						
Retiree + Spouse*(mp) + Child(ren)						
Survivor						
Survivor + Child(ren)						

*To enroll in MAP (Medicare Advantage Plan) you MUST be a Retiree Enrolled in Medicare Parts A & B.

Additional forms are required for MAP. Look in your retiree enrollment packet or consult with your campus HR department.

Enter your monthly cost here from the 2011-2012 workbook **Medical Premium: \$** _____

Choose Optional DELTA Premium Dental Coverage if desired or eligible.

Dental Premium Plan	Retiree	Retiree + Spouse	Retiree + Child(ren)	Retiree+ Family
	\$59.00/month	\$106.00/month	\$106.00/month	\$177.00/month

Enter your monthly cost here **Dental Premium: \$** _____

Choose Optional EYEMED Vision Care Coverage if desired.

Vision	Retiree	Retiree + Spouse	Retiree + Child(ren)	Retiree+ Family
EyeMed Vision	7.64/month	14.42/month	15.18/month	22.26/month

Enter your monthly cost here **Vision Premium: \$** _____

My signature indicates that I have read and understand the election form and materials describing options provided by **Choices**, including information contained in the notices and legal sections of the Choices Retiree Workbook. My election or waiver of coverage is binding and cannot be revoked or modified (other than as explained in the materials). I authorize the insurance company to obtain, examine, or release information needed to coordinate benefits or process claims for myself or my family. I declare that the information furnished on this form is true, correct, and complete to the best of my knowledge. This form supersedes all previous forms I have submitted.

Retiree's Signature: _____ Date: _____

Surviving Spouse's Signature *if Retiree is Deceased*: _____ Date: _____

MAILING ADDRESSES AND ADDITIONAL INFORMATION ARE ON THE BACK SIDE OF THIS FORM.

MONTANA UNIVERSITY SYSTEM RETIREE ENROLLMENT INFORMATION

Eligibility: A person retiring from any unit of the Montana University System (MUS), including the Office of the Commissioner of Higher Education or other agency or organization affiliated with MUS or the Board of Regents of Higher Education, may continue certain group insurance benefits as described below. To be eligible as a Retiree, the individual must be eligible to receive a retirement benefit from the MT Teachers Retirement System or the MT Public Employees Retirement System at the time s/he leaves employment with the MUS. Retirees who are in the Optional Retirement Plan (TIAA-CREF) or any other defined contribution plan must have worked five or more years and be age 50 or must have worked 25 years with the MUS to be eligible for Retiree insurance benefits. It does not matter whether the Retiree decides to actually draw a monthly benefit; elects the defined benefit lump sum distribution; or postpones withdrawal of retirement benefits.

Continuation of Coverage: An eligible Retiree must make arrangements with his/her campus human resources/benefits office to continue coverage as a Retiree on a self-pay basis within 63 days of retirement. **There is no Employer contribution toward Retiree benefits.** The right to continue coverage under the Plan is a one-time opportunity. **Retirees who fail to continue coverage within 63 days of retiring or who allow cover-age to lapse due to nonpayment of premium may not later rejoin the plan,** with one **EXCEPTION:** A Retiree with the right to continue coverage under the MUS Plan, who chooses to continue coverage under spousal coverage in either the MUS Plan or the State of Montana Employee Benefit Health Plan, may be reinstated to the MUS Plan with Retiree coverage upon the retirement, death, divorce, or any other event which causes ineligibility for spousal coverage. This exception applies only to a Retiree who has maintained continuous coverage with either the MUS Plan or the State of Montana Employee Benefit Plan.

DEPENDENT COVERAGE OPTIONS: Continuing existing Medical and/or Dental coverage for dependents is optional, but Retirees must elect to continue existing Medical and/or Dental coverage for dependent(s) within the 63-day enrollment period after active employee coverage ends. New dependents can be added to existing Medical and/or Dental plans if the request is made within 63 days of a qualifying event (marriage, birth, adoption, legal guardianship, qualifying dependent). Existing dependents can only be added to Medical and/or Dental if they are losing eligibility for other group coverage or if there is a substantial decrease in the level of existing coverage, as determined on an individual basis by the campus HR/benefits office and if the request is made within 63 days of the termination/change of the other coverage.

AVAILABLE COVERAGES

Medical Coverage: Enrollment in a medical plan is mandatory to be eligible for any other coverage.

Dental Coverage: Delta Premium Dental Plan (only) became available to Retirees beginning July 1, 2007. Retirees (and their dependents, if desired) MUST have enrolled during FY2008 Annual Enrollment; or within 63 days of a qualifying event; or within 63 days of the end of their active employee coverage, whichever comes last. Enrollment in the dental plan is a one-time opportunity for Retirees (and their dependents). However, a Retiree enrolling in the MAPP plan may suspend his dental coverage (one time) and return to Delta in a later plan year (one time). Coverage is permanently forfeited if the Retiree fails to enroll in a timely manner, cancels dental coverage, or fails to pay premiums.

Vision Care Coverage: MUS contracted with EyeMed, a national vision health care coordinator, to facilitate its vision care plan beginning July 1, 2007. More information can be found within the CHOICES workbooks. At this time, Retirees may add or delete vision coverage during each annual enrollment period.

Life Insurance: Continuation of MUS-sponsored **Life Insurance** is not available for Retirees. However, you may have the option of converting to an individual term life policy under the terms of our Standard Insurance Company contract. Please see your campus HR/benefits representative for conversion information at the time of your retirement.

Long Term Care Insurance: If you have Long Term Care Insurance through UNUM, contact your campus HR/benefits office for conversion information within 30 days of retirement. Current Retirees can add Long Term Care Insurance with medical underwriting at any time. Medical underwriting means that UNUM can reject an application or increase rates due to issues such as preexisting medical conditions.

Long Term Disability Coverage: This coverage is not available to MUS Retirees.

PLEASE SEND YOUR FORM TO THE APPROPRIATE ADDRESS BELOW.

MSU-Bozeman Human Resources, PO Box 172520, Bozeman, MT 59717-2520	406-994-3651
MSU-Billings Human Resources, 1500 University Dr., Billings, MT 59101	406-657-2278
MSU-Northern Human Resources, PO Box 7751, Havre, MT 59501-7751	406-265-4147
MSU-Great Falls Human Resources, 2100 16 th Ave. S., Great Falls, MT 59405	406-771-4308
UM-Missoula Human Resources, LO 252, 32 Campus Dr., Missoula, MT 59812	406-243-6766
UM-Helena Human Resources, 1115 N. Roberts, Helena, MT 59601	406-444-0845
UM-Western Human Resources, 710 S. Atlantic St., Dillon, MT 59725	406-638-7010
MT Tech (UM) Human Resources, 1300 W. Park St., Butte, MT 59701	406-496-4380
OCHE/GSL, MUS Benefits Office, PO Box 203203, Helena, MT 59620-3203	406-444-2574
Dawson Community College Human Resources, 300 College Dr., Glendive, MT 59330	406-377-9403
Flathead Valley Comm.College Human Resources, 777 Grandview Dr., Kalispell, MT 59901	406-756-3804
Miles Community College Human Resources, 2715 Dickinson St., Miles City, MT 59301	406-874-6292
State Bar of MT, attn: Mary Ann Murray, PO Box 577, Helena, MT 59624-0577	406-442-7660

Call your campus HR office or 406-444-2574 if you have questions about your annual enrollment form.