

## Staff Enrollment Deadline Chart

Benefit	Enrollment Deadline	Effective Date	Other Enrollment Opportunity
<b>Medical</b>	60-day enrollment window from date of hire/eligibility	First of the month following submission of enrollment worksheet	90-day waiting period after initial 60-day window ends, Qualifying Event, or Open Enrollment
<b>Dental</b>	60-day enrollment window from date of hire/eligibility	First of the month following submission of enrollment worksheet Note: Data transfer causes a delay in your information being available on the effective date	90-day waiting period after initial 60-day window ends, Qualifying Event, or Open Enrollment
<b>FlexCash</b>	60-day enrollment window from date of hire/eligibility	Due 9th of the month for an effective date of the first of the following month	Qualifying Event or Open Enrollment
<b>VSP Basic</b>	Enrollment automatic	First of the month following date of hire/eligibility Note: Data transfer causes a delay in your information being available on the effective date	N/A
<b>Voluntary VSP Premier</b>	60-day window from date of hire/eligibility	Effective with the first VSP Premier plan deduction	Qualifying Event or Open Enrollment
<b>Voluntary HCRA/DCRA</b>	60-day window from date of hire/eligibility	Due 9th of the month for an effective date of the first of the following month	Qualifying Event or Open Enrollment
<b>Employer Paid Life/AD&amp;D*</b>	Enrollment automatic	First of the month following date of hire/eligibility Note: Data transfer causes a delay in your information being available on the effective date	N/A
<b>Employer Paid LTD*</b>	Enrollment automatic	Date of hire/eligibility Note: Data transfer causes a delay in your information being available on the effective date	N/A
<b>Voluntary Life/LTD*</b>	For guaranteed issue - 60-day enrollment window from date of hire/eligibility	Refer to The Standard	Enrollment available year round. After 60-day window ends medical history statement required.
<b>Voluntary AD&amp;D</b>	No deadline	Refer to The Standard	Enrollment available year round
<b>Voluntary Critical Illness/Accident Insurance</b>	60 day window from date of hire/eligibility	Refer to The Standard	Open Enrollment
<b>CalPERS*</b>	Enrollment automatic	Date of hire/eligibility	N/A
<b>403(b) - Fidelity</b>	No deadline	Refer to Fidelity	Enrollment available year round
<b>457/401(k) - Savings Plus</b>	No deadline	Refer to Savings Plus	Enrollment available year round
<b>Credit Unions</b>	No deadline	Refer to appropriate credit union	Enrollment available year round
<b>Pet Insurance</b>	No deadline	Refer to Nationwide	Enrollment available year round
<b>California Casualty Auto &amp; Home Insurance</b>	No deadline	Refer to California Casualty	Enrollment available year round
<b>ScholarShare 529 College Savings Plan</b>	No deadline	Refer to ScholarShare	Enrollment available year round
<b>Employee Assistance Programs</b>	Enrollment automatic	Date of hire	N/A

\*If applicable