DSU Open Enrollment 2020 FAQs

How do I find out what insurance plans I am currently enrolled in?

For PEHP medical & vision plan coverage:

- Log into your PEHP member account (www.pehp.org)
- Click on the “See What I’m Enrolled In” link from the landing page (once logged in):

For EMI Health Dental plan coverage:

- Check your PDF pay stub under deductions. “Dnt Pre” is the dental premium you are currently paying.
- Compare your employee premiums against the health insurance premium table and in the HR Portal Tab within the Employee Onboarding System. That is currently the plan and coverage you have elected.

In the above example: this employee is paying $8.56 per paycheck, which equates to the EMI Health Traditional dental plan with family coverage.
How do I make changes during open enrollment?

To make open enrollment changes to your medical, vision, or to enroll or re-enroll in Flexible Spending (FSA):

- Click on the “Online Enrollment” link within your PEHP member account, or on the “Enroll or Change Coverage” link under the “My Benefits” Menu.
- Don’t forget that Flexible Spending must be renewed YEARLY if you would like it to continue for the next plan year!! Info on Flexible Spending or HSA can be found at https://humanresources.dixie.edu/

If you are enrolled on the STAR medical plan and want make changes to your Health Savings Account (HSA) contributions, these can also be made online within your PEHP member account, under the “My Benefits” tab:

EMI Health Dental and Cigna Supplemental Life Insurance plan changes:
Since online changes for these vendors are not available to DSU employees, changes or enrollments must be done by submitting a form to Human Resources. Forms are located on the Human Resources website under “Employee Benefits”. https://humanresources.dixie.edu/employee-benefits/ is a direct link.

What changes can I make ONLY during open enrollment?

The following changes can only be made during open enrollment:

- Changing your medical plan (e.g. switching between Traditional vs. STAR)
- Changing medical network (e.g. switching between Advantage vs. Summit)*
- Changing your dental plan (e.g. switch between Traditional vs. Preferred)
- Changing your vision provider (e.g. switch between Eyemed vs Opticare)
- Add or remove medical, dental and/or vision plan coverage*
- Opt-out of medical plan due to other coverage, in exchange for normal income stipend (NEW for 2020-21) - see PEHP Open Enrollment Guide for details.*
- Add or remove dependents from your insurance plans*
- Enroll or Re-Enroll annual Flexible Spending Amount*

*these changes can also be made during the plan year if a life change occurs – see DSU Policy 343, Section 3.7 for definition.

What changes can I make year round?

- Enroll or change contribution levels in a supplemental retirement account (403b or 457b with TIAA- DSU Payroll Deduction form must be completed and returned to Human Resources; Roth IRA or 457b with URS- changes can be made on URS website)
- Change employee Health Savings Account (HSA) contributions
- Enroll in or change supplemental life insurance coverage**

**requires medical underwriting + approval from Cigna before requested coverage goes into effect

UPDATED 04/27/2020