

SHBP Open Enrollment for 2017

The State Health Benefits Program (SHBP) Open Enrollment period takes place annually in the month of October and allows employees to make changes to their medical, prescription and dental insurance as well as electing enrollment in tax savings programs. These changes are effective January 1, 2017. Please note that the **deadline for all enrollment forms to be submitted is October 31, 2016**. You will find detailed information on resources available to make changes for 2017 on the following page. Questions or concerns can be directed to [Roxanne Huertas](#) in Camden Human Resources.

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ROCS Training

Camden HR has coordinated training sessions that give an extended understanding for managers and supervisors on the policies and procedures on topics for which there are frequent questions. The next training in this series is on the Recruitment, Onboarding and Classification System (ROCS). This session provides an overview of the ROCS system, with an in-depth explanation of the various roles, processes, and workflows that are in place to post and recruit for a position. ROCS is currently used for all Class 1 faculty and staff positions, as well as Class 3 and 4 postings. There will also be discussion in this session on using ROCS to coordinate search committees and tips on interviewing and selections. You can view more information and [register from the Camden Human Resources website](#).

Upcoming Financial Planning Seminars

Randy Warren and Jane Krier of Gitterman Wealth Management (representing Mass Mutual) will be presenting the seminar “Women and Money”. They will discuss some of the wealth management concerns and challenges facing women today and some ways to incorporate fundamental concepts into investment strategies that can lay the foundation for helping you pursue your financial goals, no matter what your life situation is. This seminar will be held on Wednesday, October 26th at 12:00pm in the Campus Center, Viewing Room. Please register by emailing ksroczyński@gittermanwealth.com or 609-890-0470. You are welcome to bring your lunch to this session!

Christopher Carrozza from Valic Financial Advisors, will be presenting “Retirement Strategies for Women”. This seminar will discuss how retirement planning is different for women, the benefits of participating in your workplace plan, how sound investment planning can put your money to work and how to take action toward achieving a comfortable lifestyle in retirement. This seminar will be held on Wednesday, November 9th at 10:00am in the Campus Center, Executive Meeting Room. Registration for this seminar is through the [Learning and Development Course Registration System](#); you’ll find it listed under the heading “Employee Benefit and Work-Life Programs” labeled as RHR203.

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OPEN ENROLLMENT

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UPCOMING EVENTS

October 19th or 21st

Benefits Lunch & Learn

- * Campus Center
- * 10/19 – West BC, 10/21 – South BC
- * 12:30pm – 1:30pm
- * No registration required

October 24th

New Employee Orientation

- * Athletic & Fitness Center, Team Meeting Room
- * 9:30am – 12:00pm
- * Register at ext. 6475

October 26th

Women and Money Seminar

- * Campus Center, Viewing Room
- * 12:00pm – 2:00pm
- * Register via [email](#) or 609-890-0470

October 27th

ROCS Training

- * Campus Center, Exec Meeting Room
- * 9:00am – 12:00pm
- * [Register](#)

November 1st

Service Excellence for Staff

- * Camden County Boathouse
- * 9:00am – 1:00pm
- * [Register](#)

November 9th

Retirement Strategies for Women

- * Campus Center, Exec Meeting Room
- * 10:00am – 11:30am
- * [Register](#)

**DEADLINE to make changes:
OCTOBER 31, 2016**

**Changes will be EFFECTIVE:
JANUARY 1, 2017**

State Health Benefits Program OPEN ENROLLMENT

[Fall 2016 Health Capsule](#)

A Newsletter for State Employees from the
NJ Division of Pensions and Benefits

Medical/Prescription Plan Options and Info

[Medical Plan Comparison](#)
[Premium Estimator](#)
[Medical/Prescription Application](#)

Flexible Spending Account Options and Info

[Tax Save Newsletter](#)
[FSA Flier](#)
[FSA NJ Guide](#)
[FSA Enrollment Form for 2017](#)
[Wage Works Website](#)

Dental Plan Options and Info

[Fact Sheet #37](#)
[Participating Dental Plans](#)
[Dental Rates 2017](#)
[Dental Application](#)

- Complete Applications before the deadline to enroll or make plan changes
- Remember to provide **supporting documentation** if enrolling eligible dependents
- If waiving medical or dental, remember to also complete the **SHBP Waiver** form
- If re-enrolling in the SHBP after waiving, remember to also complete the **SHBP Reinstatement** form
- FSA Enrollment is completed directly with Wage Works

Do you have questions about Open Enrollment? Did you consider that making changes to your medical insurance might save you money? Are you unsure what forms you need to submit or how? There are several ways to get your questions answered!

1. Attend the Faculty and Staff Benefits Fair on October 13th!
2. Attend one of the Lunch & Learn events. Bring your lunch and have all your questions answered!
3. Stop in the Camden Human Resources in Armitage Hall, Room 354.
4. Contact Roxanne Huertas at ext. 6532 or via email at rhuertas@camden.rutgers.edu.