

October 27, 2023

Dear Retiree,

This is to inform you that the Annual Open Enrollment is your opportunity to consider whether your current benefit plans are the right choices for you and your family for the upcoming calendar year. During this time, you can enroll in, change or drop your current health plans.

Open Enrollment will begin Monday, November 6 and will end on Friday, November 17, 2023. Enclosed are your Retiree Open Enrollment package for 2024 plan year.

Carefully review the information provided and decide if you want to make any changes to your benefits. Elections you make become effective on January 1, 2024 and remain in effect for the entire calendar year, unless you experience a qualifying life or family status change. **If you are making changes, the enrollment forms must be back to us by November 22, 2023.** You may mail the signed forms to:

City Colleges of Chicago
Office of Human Resources, Benefits Division
3901 South State Street
Chicago, IL 60609

Or Email and scan the signed document to: benefits@ccc.edu

Your current coverage will automatically continue for calendar year 2024 at the new rates. To enroll in, change or drop medical, dental and vision benefit plans, simply complete the Health Insurance enrollment form included in your packet. **PLEASE NOTE:** Dental and vision plans are only offered during the first ten years of retiree medical eligibility.

In an effort to ensure that our records are up-to-date, you will also find some additional forms. Please complete any of the following documents if you have experienced a recent change or feel that our information may not be current:

Health Insurance Enrollment Form – Please complete this form *only if* you are enrolling or changing your plan and/or your covered dependents.

Retiree Demographic Change Form – Please complete this form only if you need to notify us of a change to your name, address, phone, email address, etc. ***If you need to change your demographic information with SURS, you will need to contact them directly at 1-800-275-7877.***

Life Insurance Beneficiary Form – Eligible retirees, please complete this form only if you would like to change your designated beneficiary or beneficiaries.

If you have any additional questions, please email the CCC Benefits Division at benefits@ccc.edu or call (312) 553-2895.

Sincerely,

CCC Benefits Division
Office of Human Resources
City Colleges of Chicago

Additional Information:

The Centers for Medicare & Medicaid Services (CMS) requires employers to notify individuals eligible for Medicare Part D of whether or not the employer's prescription drug coverage is creditable. CMS defines "creditable coverage" as coverage which at minimum has the equivalent actuarial value of the Medicare Part D alternative. Please read the Creditable Coverage notice carefully and keep it where you can find it. This notice has information about your current prescription drug coverage with City Colleges of Chicago and about your options under Medicare's prescription drug coverage. This information can help you decide whether or not you want to join a Medicare drug plan.