

Fairfield Public Schools  
Open Enrollment  
Frequently Asked Questions (FAQS)

**1. What do I do if I cannot log in?**

Please send an email to [contactess@fairfieldschools.org](mailto:contactess@fairfieldschools.org)

**2. What is the start date of my coverage for this Open Enrollment?**

This open enrollment is for benefit coverage July 1, 2021 to June 30, 2022.

\*\* If you are a certified staff member who is retiring or terminating employment as of 6/30/2021 and plan on staying on FPS Medical and/or Dental until August 31, 2021, you need to make your elections during Open Enrollment.

**3. If I am declining coverage or making no changes, do I still have to do anything?**

**Yes**, this is a complete positive enrollment for all benefit eligible employees. You **MUST** go into ESS and select one of the available options, either “Decline Benefits” or “No Changes”

**4. I have questions regarding the cost of changing my benefits.**

At this time, the PCS (Premium Cost Share) rates for each bargaining unit aren’t available. Rates will be posted when they are made available. <http://fairfieldschools.org/faculty-staff/benefits>.

**5. My dependent child is turning 26 this year. Do I include him/her when selecting my dependents?**

**Yes**. New state legislation allows employers to offer coverage to dependents reaching the age of 26 to the end of the calendar year in which the dependent turns 26. Previously, coverage ended at the end of the month in which the dependent turned 26. Therefore, your dependent, turning age 26, may remain on your plan at this time to the end of the 2021 calendar year.

**6. I have already submitted my elections, but would like to make a change to them before Open Enrollment closes.**

**Yes**, you can make changes to your elections up until 11:59pm May 5, 2021 at which time Open Enrollment will be closed. **If you should need to make changes, please resubmit and click “continue” all the way through to receiving the confirmation of your elections again.**

**Please Note: If you have already submitted your elections and you go back in to look at them by clicking on “make new election”, you will need to resubmit and click “continue” all the way through to receiving the confirmation of your elections again.**

**7. What is a FSA?**

**An FSA is a flexible spending account.** You can elect to contribute to a Healthcare Flexible Spending Account and/or a Dependent Care Flexible Spending Account. For information about the benefits of having a Healthcare Flexible Spending Account and/or a Dependent Care Flexible Spending Account please go to <http://fairfieldschools.org/faculty-staff/benefits/> Healthcare and Dependent Care Flexible Spending Accounts / Chard-Snyder.

**What are the minimum and maximum annual contributions for my flexible spending accounts (FSA)?**

**Healthcare Flexible Spending Account** minimum is **\$500**, maximum is **\$2,750** annually.

**Dependent Care Spending Account** minimum is **\$500**, maximum is **\$5,000** annually.

You must enter your contribution amount(s) as a per pay period amount.

12 month staff have 48 deduction periods.

10 month/10.5 month staff have 20 deduction periods.

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**9. If we enroll in the Medical/Prescription and/or Dental coverage do we need to supply social security numbers or do you have these on file?**

You do not need to provide us with the Employee social security number. We have it on file.  
However, you must enter a social security number for each dependent that is being enrolled.

**10. Why am I receiving a non-compliance letter from HEP?**

Per HEP records, the employee and/or dependent(s) have not met one or more of the requirements.

If you have questions, you can email or call HEP:

Email: [hepquestions@connect2yourhealth.com](mailto:hepquestions@connect2yourhealth.com)

Phone: 1-877-687-1448

website: [www.CTHEP.com](http://www.CTHEP.com)

**11. What if the HEP requirements aren't met?**

If you or any enrolled dependent becomes non-compliant in HEP, your premiums **will be \$100 per month higher** (until all of the requirement(s) are met for yourself or any enrolled dependent). There will also be a deductible as well as other changes related to coverage.