



CHARLES COUNTY PUBLIC SCHOOLS

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Superintendent of Schools

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Benefits Manager

Office of Fiscal Services
301-934-7350

Benefits Department
301-934-7459

To: All Benefits Eligible Employees

From: Christeda Warner-Benefits Manager

Re: Health Insurance Rates for CY2024

Your selection for Medical includes Pharmacy (CVS/Caremark), Dental (Preferred Dental), and Vision (Blue Vision Plus- Davis) coverage, the Board does not offer standalone plans. Enrollment instructions are printed on the reverse side of this memo. The rates are as follows:

Plan Name	Individual		Family	
	Monthly	Bi-Weekly	Monthly	Bi-Weekly
CareFirst BluePreferred (PPO/PPN)	\$216.00	\$108.00	\$579.00	\$289.50
Blue Choice Opt-Out Open Access	\$160.00	\$80.00	\$458.00	\$229.00

Group Term Life Insurance for Employee Only –Employee contribution is 25% of the premium Death Benefit – 1 time annual salary

If you have any questions regarding your current health insurance coverage, please contact the Office of Fiscal Services – Benefits at (301) 934-7202 or 301-934-7289 or EmployeeBenefits@ccboe.com.

Charles County Public Schools

Health, Life, and Flexible Spending

Online Benefit Enrollment Instructions

Before you enroll:

Familiarize yourself with your options by reading the Benefit Guide. Have the following information available (including your dependents):

- Social Security Number (s)
- Birth Certificates and Marriage Certificates - copies
- Information on any other medical coverage (i.e. Medicare)
- Disability certification form for dependents needing continued coverage

How to enroll for your benefits:

Go to <https://ccboe.hrintouch.com>

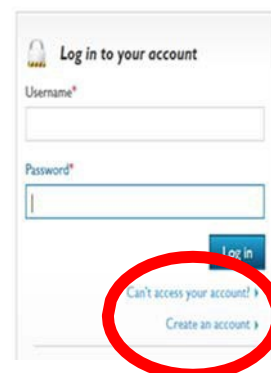
You will click on "Create an Account".

1.) Create your Username: (Must be 6 - 50 characters, may include special characters, but not required.)

2.) Create and confirm your Password. Requirements are:

- Must be 8 - 15 characters
- Contains at least one number
- Contains at least one uppercase letter
- Contains at least one lowercase letter
- Cannot contain more than 2 of the same characters in a row
- Cannot contain your Login ID or SSN

3.) Create Secret Questions and Answers: You will be asked to provide multiple questions and answers. These may be used for account validation in the future if you lose your username or password.



**Please send copies of your dependent documentation to:
Employee Benefits at the Jesse L. Starkey Building**

If you have problems logging in, please contact the Office of Fiscal Services – Benefits at (301) 934-7202 or 301-934-7289 or EmployeeBenefits@ccboe.com.