

Five Tips for a Successful Open Enrollment

1. Read through “What’s Important for 2016” to get a quick overview of the changes for the coming Plan Year.
2. Review the side-by-side comparison of the plans in the “Benefits At-A-Glance” charts.
3. Check page 11 to be sure you’re eligible to enroll in the plan you want. The PEIA PPB Plans A, B and C are available in all areas. PEIA PPB Plan D is open to WV residents only and covers only services provided in WV.

The Health Plan is available in all West Virginia counties. If you live out of state, remember you must live in one of the counties listed on page 11 to enroll in The Health Plan.

4. Check the premium table for your employer type (State agency, county board of education, non-State agency, retiree, etc.) and for the type of coverage you have (employee only, family, etc.) to find the premium for the plan you want.
5. **If you want to change plans or complete your Advance Directive/Living Will affidavit, you have two choices:** go to www.wvpeia.com and click on the “**Manage My Benefits**” button and follow the instructions (remember, your deadline is midnight on May 15, 2015) or call PEIA for a Transfer Form at **1-877-676-5573**.

Make any changes or plan selections you wish and return it to your benefit coordinator no later than the close of business on May 15, 2015. If you need to update your tobacco status, you may do so by using the options above or by calling **1-877-676-5573** and by following the prompts.