

# Relocation

If you move to a new location and your current medical coverage is no longer available, you can enroll in another medical plan within 31 days. For example, you can add or drop a dependent\* from your health plans, switch medical plans, etc.

Information on the benefit plans is available on the Benefits page of FIIRE or the [Benefits website](#).

## MEDICAL COVERAGE

If you need to change medical plans (for example Kaiser CA to Kaiser NW), please complete your benefits enrollment through the [Workday](#) system found on FIIRE (Human Resources → Workday → Workday System). You must request your changes within 31 days of your relocation date.

Below are the medical plans available in each location:

California	Washington/Oregon	All other states
<ul style="list-style-type: none"><li>○ UHC Healthcare Choice</li><li>○ UHC Healthcare Choice Plus</li><li>○ UHC HSA Choice Plus</li><li>○ Kaiser CA HMO</li><li>○ Kaiser CA HSA</li></ul>	<ul style="list-style-type: none"><li>○ UHC Healthcare Choice</li><li>○ UHC Healthcare Choice Plus</li><li>○ UHC HSA Choice Plus</li><li>○ Kaiser NW HMO</li><li>○ Kaiser NW HSA</li></ul>	<ul style="list-style-type: none"><li>○ UHC Healthcare Choice</li><li>○ UHC Healthcare Choice Plus</li><li>○ UHC HSA Choice Plus</li></ul>

## HEALTH SAVINGS ACCOUNT (HSA)

Only employees covered under the UHC HSA Choice Plus and Kaiser HSA medical plans are eligible for the Health Savings Account. Participation is not affected by the transfer, unless you change to a non-qualified medical plan or have dual coverage under a spouse.

## DENTAL/VISION COVERAGE

Your coverage, if applicable, is not affected by your relocation. You can use any licensed dental or vision provider under the plan.

## LIFE, ACCIDENT (AD&D), SHORT TERM DISABILITY (STD), OR LONG TERM DISABILITY (LTD)

You may request to enroll in the Life, Accidental Death & Dismemberment (AD&D), Short Term Disability (STD) and Long Term Disability (LTD) coverage at any time. Requests for late enrollments or increases in life insurance coverage must include the Evidence of Insurability form and are subject to the insurance company's approval. The coverage and corresponding payroll deduction will be effective after the insurance company has approved the request.

## ADDITIONAL ITEMS

- Your new mailing address, home phone, cell phone, emergency contact and/or car information should be updated in the [Workday](#) system. Your address will be updated in the HR & Payroll systems and forwarded to the benefit plan carriers.
- You can update your mailing address for your Schwab accounts, including the 401(k) PCRA account, by logging into your account at [www.schwab.com](http://www.schwab.com) and clicking on the "Service" tab and clicking on "My Profile".

## **RESOURCES**

### **Hartford Participants:**

- Employee Assistance Program (EAP) is a work/life resource and referral service. Some examples include child care referrals, consumer research, educational materials and up to four counseling sessions per issue per year. Call 1-800-964-3577 or visit [www.guidanceresources.com](http://www.guidanceresources.com) (Company/Organization: HLF902, Company Name: ABILI).
- Emergency travel assistance services available to employees and dependents when traveling more than 100 miles from home. Within the US, call 1-800-243-6108.

### **United Healthcare Members:**

- Call myNurseLine on the back of your ID card to connect with an advice nurse.

### **Kaiser Members:**

- Call the customer service number on the back of your ID card to connect with an advice nurse.

### **Employee Assistance Program:**

- Call the Employee Assistance Program (EAP) at [1-800-964-3577](tel:1-800-964-3577) or visit [www.guidanceresources.com](http://www.guidanceresources.com) (Company/Organization: HLF902 Company Name: ABILI) to take advantage of this work/life resource and referral service. Some examples include child care referrals, consumer research, educational materials and up to four counseling sessions per issue per year.

## **QUESTIONS**

E-mail the Benefits Department at **~Benefits Services** or call 1-650-350-5886.

For instructions, go to FIIRE > Site Map > Global Human Capital > Benefits>Workday Resources.

*\* Eligible dependents include a legal spouse, a registered domestic partner and dependent children under age 26. Qualified domestic partners are those that are registered with a State domestic partner registry*

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