

# ANNUAL ENROLLMENT

## Checklist

Annual Enrollment is a good time to think about your personal needs and those of your family as you consider the great set of benefits offered to you. During the Annual Enrollment period you can add or change your benefit elections for the coming year.



### CHECKLIST

### COMPLETE BY

<input type="checkbox"/>	<p><b>Review your current benefits</b> – go to CORE Connect to review your current benefit elections. You may elect or make changes to the following benefits:</p> <ul style="list-style-type: none"> <li>• Medical</li> <li>• Dental</li> <li>• Vision</li> <li>• Health Savings Account (HSA)</li> <li>• Health Care and/or Dependent Flexible Spending Accounts (FSAs)</li> <li>• Legal Insurance</li> <li>• Short-Term Disability</li> <li>• Long-Term Disability</li> <li>• Supplemental Life Insurance and Accidental Death &amp; Dismemberment</li> <li>• Life Insurance</li> <li>• BenExtend Insurance</li> <li>• Accident Insurance</li> <li>• Critical Illness Insurance</li> <li>• Hospital Admission Insurance</li> <li>• Identity Theft Protection</li> <li>• Pet Insurance</li> <li>• Auto, Home and Other Personal Insurances</li> </ul>	<p>Nov. 3</p>												
<input type="checkbox"/>	<p><b>Consider how much to save</b> in your Health Savings Account (HSA) or Flexible Spending Accounts (FSA).</p>	<p>Nov. 3</p>												
<input type="checkbox"/>	<p><b>New! CarolinaCARE</b> will no longer be able to accept payroll deduction as a method of payment for prescriptions. <b>Update your payment method.</b></p>	<p>Nov. 3</p>												
<input type="checkbox"/>	<p><b>Confirm spouse and dependent information is correct.</b> Go to CORE Connect to review their information.</p>	<p>Nov. 3</p>												
<input type="checkbox"/>	<p><b>Check that beneficiary information is complete and accurate.</b> Go to CORE Connect to review.</p>	<p>Nov. 3</p>												
<input type="checkbox"/>	<p><b>Review the 2024 Greater Charlotte Health Plan Guide</b> and other information on <a href="https://teammates.atriumhealth.org">Teammates.AtriumHealth.org</a> to learn about your 2024 benefits offerings.</p>	<p>Nov. 3</p>												
<input type="checkbox"/>	<p><b>Update answers to questions</b> regarding smoker/tobacco usage, working spouse coverage, and enrollment in governmental plans, such as Medicare, Medicaid and Tricare. Update in CORE Connect.</p>	<p>Nov. 3</p>												
<input type="checkbox"/>	<p><b>Use the Health Plan Decision Support Tool</b> to find the right health plan for you.</p>	<p>Nov. 3</p>												
<input type="checkbox"/>	<p><b>Elect or change your 2024 benefits in CORE Connect during Annual Enrollment</b>, occurring Wednesday, Oct. 18, through Friday, Nov. 3.</p>	<p>Nov. 3</p>												
<input type="checkbox"/>	<p><b>After enrollment, view, print or save a copy of your Benefits Confirmation Summary</b> in CORE Connect &gt; Benefits &gt; Your Benefits &gt; Select a Benefit</p> <ul style="list-style-type: none"> <li>• Ensure the See Benefits as of Date or Event drop-down has <b>Open Enrollment</b> selected.</li> <li>• In top right corner of the page, click <b>View Benefits Summary</b> button.</li> <li>• A PDF Files opens. Review the information in the PDF for accuracy.</li> <li>• Save a copy of the PDF to your computer or print a copy for your reference.</li> </ul>	<p>Nov. 3</p>												
<input type="checkbox"/>	<p><b>LiveWELL Incentives</b> can be earned in 2024; incentives for 3 completed activities/programs will total for the year:</p> <table border="1" data-bbox="203 1669 1177 1795"> <thead> <tr> <th>Health Savings Plan</th> <th>2024 Incentives</th> <th>Co-Pay Plan</th> <th>2024 Incentives</th> </tr> </thead> <tbody> <tr> <td>Individual</td> <td>\$750</td> <td>Individual</td> <td>\$500</td> </tr> <tr> <td>Family</td> <td>\$1,500</td> <td>Family</td> <td>\$1,000</td> </tr> </tbody> </table> <p><small>*Incentive received in active Health Savings Account (HSA)      *Incentive received in LiveWELL Incentive Account</small></p>	Health Savings Plan	2024 Incentives	Co-Pay Plan	2024 Incentives	Individual	\$750	Individual	\$500	Family	\$1,500	Family	\$1,000	<p>Throughout 2024</p>
Health Savings Plan	2024 Incentives	Co-Pay Plan	2024 Incentives											
Individual	\$750	Individual	\$500											
Family	\$1,500	Family	\$1,000											

Resources, including job aids and steps to take after enrollment, can be found on the Greater Charlotte Benefits Enrollment Checklist page at [Teammates.AtriumHealth.org](https://teammates.atriumhealth.org).



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