

MEMO

Date: March 24, 2023

To: Secretary-Treasurers, Benefits Administrators, Support Staff Locals

From: BCPSEA and CUPE

The Unionized Support Staff Provincial Standardized Extended Health Plan (Standard Plan) will be updated, and minimum levels of dental coverage will be put in place **July 1, 2023**. As your unionized support staff members are not currently participating in the plan, this bulletin provides information on the following:

- Voting on opting into the Standard Plan
- Effective dates of coverage
- Open enrolment period for those that opt into the Standard Plan
- Next Steps

We have also attached a separate document with information on:

- Benefit improvement summary
- Pacific Blue Cross Microsite
- Responses to Frequently Asked Questions

Voting on opting into the Standard Plan

Locals not currently participating in the Standard Plan will need to vote on whether to:

- a) opt into the Standard Plan; or
- b) continue with their existing extended health plan.

Attached is a plan summary showing your current extended health plan alongside the Standard Plan, which includes the improvements that are effective July 1, 2023. We recommend providing this summary to members prior to voting to allow time for review.

Please notify your K-12 Coordinator, Kirsten Daub via email at kdaub@cupe.ca of the date and the results of your vote by May 29th, 2023. Your report must include the date of the meeting, where the vote was held, and the vote results.

Effective dates of coverage

For locals who vote to opt into the Standard Plan, the effective date will be **July 1, 2023**.

The notice period is required to ensure Pacific Blue Cross has time to update their claims adjudication system to reflect the changes to your plan.

Please note that any plan updates will not be made retroactively. Therefore, if your members vote to opt into the plan but you do not notify your K-12 Coordinator, the effective date may need to be adjusted. To avoid this, ***please ensure that you notify your K-12 Coordinator as soon as possible (no later than May 29th, 2023)*** so that we can begin updating your plan.

Open Enrolment period for those that opt into the Standard Plan

For locals that opt into the Standard Plan, there will be an opportunity for individuals who have previously waived their extended health coverage to enroll in this plan. ***Please note that this only applies to extended health care and does not apply to dental coverage.***

Further communication regarding the implementation process, including a memo for your members will be provided including:

- An enrolment form to be completed and submitted by the member to the school district benefits administrator no later than **September 30, 2023**.
- Instructions for school district benefits administrators.

The effective date of coverage for any members opting in during this open enrolment period will be July 1, 2023. If members are responsible for paying a portion of the extended health plan premium, these will be required from the effective date onward.

Please note that if a plan member is already enrolled in the extended health plan, they will not be required to complete an enrolment form. This process is only for those members and/or dependents that are currently not enrolled but would like to join when the Standard Plan becomes effective for your group.

If a member and/or dependent chooses to join the plan after the open enrolment period concludes and the reason is not due to loss of coverage under another plan, Late Applicant rules will apply.

Next Steps:

- Provide members with a copy of the attached plan comparison summary and support document.
- Union local will need to hold a vote to determine if members wish to participate in the Provincial Standardized Extended Health Plan.
- **If members vote to join the Provincial Standardized Extended Health Plan, notify your K-12 Coordinator, Kirsten Daub via email at kdaub@cupe.ca, by May 29th, 2023 or sooner.**
- Once notice of your ratification date has been provided, the district and union local will receive a bulletin that can be used to communicate the Standard Plan to your members.

Should you have any questions regarding this transition, please do not hesitate to contact your HUB consultant for more information.