Open Enrollment Ends Soon
Complete your Open Enrollment event in Workday by October 15, 2021

Our records show that either you have not started your 2022 Open Enrollment event in Workday, or you have started but not yet submitted your changes.

- If you choose to not start the 2022 Open Enrollment event in Workday, your current 2021 elections for health, dental, and vision will continue forward for next year. However, your FSA and HSA elections will NOT carry over to 2022 unless you actively elect them before midnight on Friday, October 15.
- If you have started to make changes but do not submit your Open Enrollment event, any changes that were in progress will be lost, and your current 2021 elections will continue forward for next year, except for your FSA and HSA elections.
- Please complete your 01/01/2022 Open Enrollment event in Workday by October 15, or your changes will not go into effect on January 1, 2022.

Choosing benefits is a major investment in your physical and financial well-being. Take this opportunity to review your benefits and make any changes. You can check out 2022 benefits information on the Open Enrollment website before entering your Workday Open Enrollment event to make changes.

Act Now
Here's what to do

Review Resources on the Open Enrollment Website

- All changes, action items, Workday instructions, and FAQs are listed on the Open Enrollment Home webpage.
- Premiums and health plan option details are on the Health Plan webpage.
- Comparison of common medical scenarios and their costs are on the Medical Scenarios webpage.
- All resources are on the Resources webpage.
  - Don’t forget to try out the enhanced Picwell and ALEX virtual benefits assistants.
  - Listen to the new Open Enrollment video.
Watch the 3 "For Your Benefit" videos on: Schedule of Benefits, HSA vs. FSA, and Differences Between the 3 Health Plan Options.

**Elect Your Benefits in Workday**
- **Review the** Workday Open Enrollment job aid for instructions or watch the Workday Benefits Tiles Overview video.
- **Health Plan Options**: Basic Health, Value Health, Choice Health, J1 Visa Health (for J1 visa holders only)
- **Dental Plan Options**: Basic Dental, Enhanced Dental (depending on your employee type)
- **Vision Plan Options**: Davis Vision (optional)
- **Life Insurance**: For ORP and MCRP participants enrolled with The Standard, you have the opportunity only during Open Enrollment to apply for additional Life and AD&D insurance up to the Guarantee Issue Amount without providing medical evidence of insurability. Visit the Life Insurance webpage to learn more.
- **HSA/FSA**: Your 2021 elections for FSA and/or HSA will NOT automatically carry over to 2022. Visit the Health Savings Account and Flexible Spending Account webpages for more information.
- **Print your Open Enrollment Elections** or Save as a PDF after you press the SUBMIT button.

**Manage Your Account in Workday**
- Add or change dependents. See this Job Aid for instructions.
- Add or change beneficiaries. See this Job Aid for instructions.
- Confirm social security numbers for your dependents are correct.
- If you moved from one health plan option to another for 2022, don’t forget to add your dependents to your new health plan option.
- Confirm your home address and phone number.
- Check your Workday Inbox for additional items to complete after you submit your Open Enrollment elections

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**We Hear You. How Can We Help?**

If you need assistance, please contact the HR Solution Center by email for personalized, virtual 1:1 service, or call 434.243.3344.

You can also click on the “Ask UVA HR” button at the bottom right of every HR webpage screen for 24/7/365 virtual assistance. If you don’t find what you’re looking for with the HR Virtual Assistant, you can request a live chat with HR from the Virtual Assistant menu during regular work hours.

All pages are now translatable to 100+ languages using the Google Translate option in the footer of every page.

*We are here to help you!*