

DUAL SPOUSE ENROLLMENT

The **PRIMARY** Dual Spouse (DS-P) must enroll everyone. This means that he/she will need to elect the plan and select all individuals. You will see in the screenshot below, the Primary is electing Medical Option 2 DS-P, Single + Family Children. After electing that option, they will need to “select covered dependents”, so that would be the spouse and child(ren).

Employee Access

Richard Franco (Impersonated)

Home

Employee Access

My information

My time

My pay

My benefits 1

Current benefits

Enrollment 1

My tasks

\$1,238.28 for 10 month employees that you would have paid in premiums will be deposited into the health benefit fund. However, if you waive the Medical/Rx and elect a single Dental or Vision Plan those would be covered by your Benefit Dollars and the rest would be forfeited.

If you need to add additional dependents, please do so in the 'Profile' screen under My Information.

Medical Option 1 DS-P

Benefit coverage	Employee Cost Pay Period / Month	View details
☐ Single + Spouse	\$1037.78 / \$1037.77	▼
☐ Single + Family (1 Child)	\$1173.61 / \$1173.61	▼
☐ Single + Family (Children)	\$1227.95 / \$1227.95	▼

Medical Option 2 DS-P

Benefit coverage	Employee Cost Pay Period / Month	View details
☐ Single + Spouse	\$864.82 / \$864.82	▼
☐ Single + Family (1 Child)	\$978.01 / \$978.01	▼
☒ Single + Family (Children)	\$1023.29 / \$1023.29	▼

Select covered dependents

☐ Select All

☐

☐

The **SECONDARY** Dual Spouse will not enroll anyone. They will simply elect the corresponding “Waive” option. You will see in the screenshot below, the Secondary is electing Waive Dual Spouse Family Children. If both employees are 12 month/check, the costs will be the same. If not, you will see a difference as you do below because they are a 10 month/check employee and the Primary spouse is a 12 month/check employee.

Employee Access

Home

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Current benefits

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AI Franco (Impersonated)

If you waive your right to participate in a Medical/Rx Benefit Plan, the cafeteria benefit dollar amount of \$1031.90 for 12 month employees or \$1,238.28 for 10 month employees that you would have paid in premiums will be deposited into the health benefit fund. However, if you waive the Medical/Rx and elect a single Dental or Vision Plan those would be covered by your Benefit Dollars and the rest would be forfeited.

If you need to add additional dependents, please do so in the 'Profile' screen under My Information.

Waive Dual Sp Med Opt 1

Benefit coverage	Employee Cost Pay Period / Month	View details
☐ Waive Dual Spouse	\$1245.33 / \$1037.77	▼
☐ Waive Dual Spouse Family 1 Child	\$1408.34 / \$1173.61	▼
☐ Waive Dual Spouse Family Children	\$1473.54 / \$1227.95	▼

Waive Dual Sp Med Opt 2

Benefit coverage	Employee Cost Pay Period / Month	View details
☐ Waive Dual Spouse Family Children	\$1227.95 / \$1023.29	▼
☐ Waive Dual Spouse Family 1 Child	\$1173.62 / \$978.01	▼
☐ Waive Dual Spouse	\$1037.78 / \$864.82	▼

Save selection

PLEASE NOTE: You will do the same for Dental and Vision. If you have, questions please email insurance@helenaschools.org.