October 21, 2024

Alternate Health Enrollment Changes

Dear City Employee,

If you are currently enrolled in the City of Rochester’s Alternate Health Buy Back Program, please review the following information:

It is important that you are aware, effective this Open Enrollment, employees who are enrolled in the Alternate Health Program will have to go into Workday and re-elect, upload proper documentation, and attest to participating in the program. This will be a requirement every year.

It is important to know if you do not go in and re- elect and follow the required steps, you will not receive your Alternate Health Payment.

Below is what you will read in Workday when Open Enrollment is launched.

As a COR employee who have health insurance coverage through a spouse, a parent, or domestic partner from another **employer group**, shall receive **$2,000** per year. New employees will receive the **pro-rated amount according to the hire date.** Compensation will be given in February of the following year.

**Employees with medical insurance through the Marketplace cannot participate (e.g. Medicaid, Essential, Platinum, Gold, Silver, and Catastrophic plans)**

**To participate in the Alternative Health Insurance Compensation, DHRM Benefits will need the following documentation:**

* **Copy of the medical insurance card, front and back**
* **Signed documentation from the Human Resources Department of the employer (other than COR) where you are covered as a dependent under their employer based medical insurance. The document must attest from the employer, you have active medical coverage as a dependent for the calendar year 2024.**

(This is what the employee will click to attest too in Workday)

I understand that **it is required** that I must **re-enroll** in City of Rochester health insurance during any health insurance open enrollment period (generally during the months of October/November, with changes effective January 1). I understand that I may only enroll in City of Rochester health insurance outside of the open enrollment period if I have a change in family status or loss of alternative coverage. A “change in family status” is defined as marriage/divorce/dissolution of domestic partnership, death of spouse/domestic partner/dependent, birth/adoption of a child, a change of employment status of your spouse/domestic partner from full-time to part-time or part-time to full-time. Proof substantiating the loss of coverage due to a change in family status or loss of alternative coverage must accompany the application for health insurance outside open enrollment. I understand that all changes are to be reported to DHRM-Benefits (428-7257) within sixty (60) days of the event.

The Benefits Office is here to assist with any questions or concerns.