Welcome!

Trinity Health is pleased to provide you with our new **Open Enrollment Action Items** to help you navigate through the 2023 enrollment process. This quick reference details your tasks to ensure that you enroll in the right Trinity Health benefits for you and your family. It also highlights “What’s New for 2023” as well as your enrollment requirements.

To find more information about Trinity Health’s benefits, please review the **2023 Benefits Guide** which can be found in the MyBenefits website at trinity-health.org/my-benefits/.

If you have questions after reviewing your benefit options, refer to the *For More Information* section of the Benefits Guide.

---

**DEADLINE DATES YOU NEED TO KNOW**

**NOV. 10, 2022 at 11:59 EST**

- Review and make changes to your benefit elections.

**NOV. 25, 2022**

- Provide your written dependent documentation to Human Resource, if you are adding family members for 2023.

---

**Your Top Tasks for Open Enrollment**

1. **Review and make changes to your benefit elections by Nov. 10, 2022 at 11:59 p.m. EST.**

2. **Verify new family members by providing your dependent documentation to Human Resources. Dependent documentation must be submitted by Nov. 25, 2022.**

3. **Determine if you want to contribute to the Health Care or Dependent Care Flexible Spending Accounts. You must make an election if you wish to enroll. These plans will not automatically carry over to 2023.**

4. **Submit your Personal Health Application for supplemental life insurance to The Hartford, if applicable.**

**It’s also a good time of year to:**

- Review and update your beneficiaries.
- Update your personal information through Alight, your new enrollment system.
- Check the eligibility rules if you, your spouse/eligible adult and/or dependent child both work at Trinity Health at trinity-health.org/my-benefits/.
- Review the *Live Your Whole Life Colleague Well-being* section of the 2023 Benefits Guide to learn about activities, tools, and benefits that can support you in achieving your unique well-being goals.
- If you have an eligible adult who qualifies as a tax dependent, you must complete the Non-Spouse Eligible Adult Dependent Certification form posted on the MyBenefits website, each year, in order to receive pre-tax deductions.
Your Enrollment Requirements

If you don’t make benefit elections by Nov. 10, 2022, you will receive the same elections you had last year for medical, dental, vision, life insurance, AD&D, and disability. Keep in mind:

• If you want to contribute to the Health Care or Dependent Care Flexible Spending Accounts, you must make an election. Your 2022 election will not carry forward.

⚠️ If you wish to participate in these programs next year you must complete your enrollment by Nov. 10, 2022 at 11:59 p.m. EST.

Benefit elections are final for 2023

Remember, the benefits you elect during open enrollment will be in effect from Jan. 1 through Dec. 31, 2023. The choices you make now are final for 2023, because open enrollment is your only opportunity during the year to make changes to benefits such as medical, dental or vision plan coverage unless you experience a qualified family status change or certain employment status changes.

What’s New for 2023

New Enrollment System

➤ Enroll in your 2023 Benefits using Alight, your new enrollment system. Additional login information will be sent to you soon.

Decision Support Tool

➤ You will have access to SmartSelect, a new decision support tool designed to make health plan recommendations based on expected future health care usage. Look for the SmartSelect link on the MyBenefits website.

2023 IRS Limits

➤ You will have the opportunity to contribute an additional $100, up to a maximum of $2,850 to your Health Care Flexible Spending Account (FSA).

Alight Retiree Health Exchange

➤ Beginning Jan. 1, 2023, Alight Retiree Health exchange is available to all colleagues and their family members who are approaching or have reached Medicare eligibility. See the More About the Medical and Pharmacy Plan section for additional information.