

Hapeville Charter Schools

State Health & GA Breeze New Employee Enrollment

Plan Year **2023**

New Employee Enrollment Information

Benefit Agencies

- [State Health Benefits Plan \(SHBP\)](#)
 - Medical Coverage
 - New Employee Enrollment ends 31 Days from first day of employment.
- [GA Breeze](#)
 - Flexible Benefits (Dental, Vision, Life Insurance Options, etc.)
 - New Employee Enrollment ends 31 Days from first day of employment.
- [Lincoln Financial Group](#)
 - Employer provided benefits (paid 100% by Hapeville Charter)
 - Employees are already enrolled as of the first day of employment

[What if I don't complete the enrollment processes for SHBP and GA Breeze](#)

[Suggestions](#)

[Questions](#)

[Start Enrollment Process](#)

[Other Information \(Employee Responsibilities & Qualifying Events\)](#)

State Health Benefits Plan Introduction

- State Health Benefits Plan (SHBP) of Georgia is a state agency which brokers medical, prescription, and wellness benefits on behalf of state agencies which include the Georgia Department of Education.
- **New Employee Enrollment**
 - A set time where new members of SHBP will make their voluntary benefit selections for the remainder of the plan year which ends December 31 of that year.
 - Enrollment documents are sent to all eligible SHBP members which includes: “My SHBP Decision Guide”, Enrollment Instructions, and Pricing.
 - New Employee Enrollment ends after 31 days from your start date.
- **Annual Open Enrollment**
 - A set time where all members of SHBP will make their voluntary benefit selections for the next plan year. Open Enrollment for SHBP typically begins mid-October and is open for three weeks.

State Health Benefits Plan Providers & Options

- **Anthem**
 - Health Maintenance Organization (HMO)
 - Health Reimbursement Arrangement (HRA)
 - Without co-pays
- **United Healthcare**
 - Health Maintenance Organization (HMO)
 - High Deductible Health Plan (HDHP)
 - Without Co-Pays
- **Kaiser Permanente (KP)**
 - Health Maintenance Organization (HMO)
 - Metro Atlanta Service Area In-Network only plan

You can find plan outlines and comparisons in the “My 2023 SHBP Decision Guide” starting on page 23

State Health Benefits Plan Prescription Plan

- **Anthem and UnitedHealthcare**
 - CVS Caremark Network
 - Does not mean you have to use a CVS Pharmacy
 - For more information please click on the link below
 - <https://shbp.georgia.gov/plan-options-programs/pharmacy>
- **Kaiser Permanente**
 - Kaiser Permanente manages their own Prescription Plans
 - Must go to a Kaiser Permanente Pharmacy

You can find prescription plan comparisons in the “My 2023 SHBP Decision Guide” on pages 31 and 32

State Health Benefits Plan Wellness Incentives

- **Anthem and United Healthcare**
 - Sharecare (formerly Healthways)
 - **Pages 35-37 in 2023 “My SHBP Decision Guide”**
 - For more information please click on the follow link
 - <https://shbp.georgia.gov/plan-options-programs/wellness>
- **Kaiser Permanente**
 - Kaiser Permanente manages their own Wellness Incentive Program
 - **Pages 38-39 in 2023 “My SHBP Decision Guide”**

State Health Benefits Plan 2023 Rates

	You	You + Child(ren)	You + Spouse	You + Family
Anthem Gold	\$175.68	\$320.11	\$436.33	\$580.76
Anthem Silver	\$114.32	\$215.80	\$307.47	\$408.95
Anthem Bronze	\$76.58	\$151.64	\$228.22	\$303.28
Anthem HMO	\$143.03	\$264.61	\$367.76	\$489.34
UHC HMO	\$174.49	\$318.09	\$433.83	\$577.43
UHC HDHP	\$61.83	\$126.57	\$197.24	\$261.98
Kaiser HMO	\$154.13	\$283.60	\$391.49	\$520.96

State Health Benefits Plan Enrollment Website & Plan Information

- Enrollment Website
 - www.mySHBPga.adp.com
- 2023 Plan Information
 - State Health Benefits Plan
 - <https://shbp.georgia.gov/>
 - SHBP Contact
 - 1-800-610-1863
- For additional information for New Employee Enrollment please click on the link below
 - <https://shbp.georgia.gov/members/new-members>

Open Enrollment (OE) Checklist

- Verify all desired dependents are listed on the Confirmation Page and have a valid Social Security Number (SSN) or other Tax Identification Number (TIN)
- Verify your coverage tier (you only, you + spouse, you + child(ren) or you + family)
- Confirm that the Plan Option selected shown on the Confirmation Page is correct
- Confirm that you answered the Tobacco Surcharge question appropriately
- Confirm that you have clicked Finish
- Print Confirmation Page and save for your records

GA Breeze Introduction

- GA Breeze is a state agency which brokers flexible benefits on behalf of other state agencies which include the Georgia Department of Education.
- **New Employee Enrollment**
 - A set time where new members of GA Breeze will make their voluntary benefit selections for the remainder of the plan year which ends December 31, 2023.
 - Enrollment documents are sent to all eligible GA Breeze members which includes: “You Decide Guide”, Enrollment Instructions, and Pricing.
 - New Employee Enrollment ends after 31 days from your first day of work.
- **Annual Open Enrollment**
 - A set time where all members of GA Breeze will make their voluntary benefit selections for the next plan year. Annual Enrollment for GA Breeze typically begins mid-October and is open for three weeks.

GA Breeze Plans Providers & Options

- **Dental** (2 provider options)
 - Cigna Dental DHMO
 - Delta Dental
 - **Select and Select Plus Options**
- **Vision** with Blue Cross/Blue Shield of GA
 - **Select or Select Plus**
- ***Life Insurance** with Metlife
 - **Employee, Spouse, and/or Child**
- ***Accidental Death and Dismemberment** with Metlife
 - **Employee Only**
- ***Short and Long Term Disability** with The Standard
- **Critical Illness** with AFLAC/CAIC
 - **Select (illness only) or Select Plus (illness and accident)**
 - **Employee and/or Spouse**
- **Long Term Care** with Unum
- **Prepaid Legal** with Hyatt Legal Plans
 - **Select, Select Plus, Select Premium**
- **Flexible Spending Accounts** with WageWorks
 - **Health Care and Dependent Care**

Please Read

HCS Employee Benefits With Lincoln Financial

Hapeville Charter Schools provides all full time employees with a set of benefits through Lincoln Financial at **no cost to the employee**.

Review the "Lincoln Financial" Benefits Slide
You are able to elect additional coverage with GA Breeze at your cost.

You can find plan information on the 2023 "Flexible Benefits At-A-Glance" document
You can use the 2023 "You Decide Guide" for more detailed information

GA Breeze

Enrollment Website & Plan Information

- Enrollment Website
 - [GaBreeze.ga.gov](https://www.gabreeze.ga.gov)
- 2023 Plan Information
 - At-A-Glance for GA Breeze
 - GA Breeze You Decide Guide

4 2021 YOU DECIDE | WWW.GABREEZE.GA.GOV

EMPLOYEE CHECKLIST

- Review** *YOU DECIDE BOOKLET* for valuable information for each option, descriptions of required medical underwriting requirements, and Terms and Conditions.
- Confirm** your access to the enrollment portal, www.GaBreeze.ga.gov, in advance of the Open Enrollment start date.
- Update/Change** your beneficiary designation on the GaBreeze website.
- Confirm** on the GaBreeze website if additional documentation is required, such as Statement of Health form(s).
- Select** the "Complete Enrollment" button once you've completed your elections.
- Review and print** your "Completed Successfully" page and report discrepancies immediately to GaBreeze Benefits Center 1-877-342-7339. Follow up to ensure that corrections are made.
- Compare** your paycheck statement(s) against the options you selected. Contact your Human Resources Department if you find any discrepancies.

From page 4 of GA Breeze's 2023 You Decide Guide

Lincoln Financial Group Information & Outline

- Hapeville Charter Schools provides all fulltime employees with 4 benefit policies from Lincoln Financial Group at **no** cost to the employees
- These benefits are paid 100% by Hapeville Charter Schools
- **Enrollment is automatic**
 - *Unlike SHBP and GA Breeze – you do not need to login to enroll*
- Benefits include:
 - \$50,000 Life Insurance
 - \$50,000 Accidental Death & Dismemberment
 - Short Term Disability (60% of pay)
 - Long Term Disability (60% of pay)

You are able to elect additional coverage of similar benefits through GA Breeze. GA Breeze benefits are voluntary and you are responsible for the cost.

What If I Don't Login?

*If you do not login and complete the enrollment process
with either State Health or GA Breeze,*

You will not receive any benefit coverage from either agency.

Suggestions

- Log into **BOTH** enrollment portals early to ensure your information is correct and you are able to access your enrollment.
- **If you don't know – Ask!**
 - If you don't know what provider/plan to choose – call the providers, and speak with them about your specific medical needs. They will tell you how their plans will work for you.
 - If you don't know if your current doctor/dentist accepts a type of insurance – call your doctor/dentist and they will inform you.
 - Should you get an HMO, HRA, or HDHP plan? Contact State Health and they can help you narrow down the best choice for you and your needs.
- **Always Confirm Your Choices by printing the confirmation pages.**

Questions

Enrollment Questions

- email hr@hapevillecharter.org if you are having issues logging into the State Health Enrollment Portal or the GA Breeze Enrollment Portal.
 - Remember: you must log into **both** enrollment portal to make your selections

Healthcare Questions

- All specific medical questions should be directed to the providers
 - Blue Cross and Blue Shield of Georgia
 - UnitedHealthcare
 - Kaiser Permanente
 - The contact information can be found on Page 2 of the 2023 My SHBP Decision Guide and page 2 of the GA Breeze 2023 "You Decide Guide".

Review, Login, Enroll, & Confirm

How many enrollment websites are there?

There are two enrollment websites; one for SHBP and a second for GA Breeze?

What is the SHBP Registration Code?

SHBP-GA (all caps and no spaces)

Don't forget to **PRINT** your confirmation #s



State Health Benefits Plan (SHBP)

Registration Code: SHBP-GA

Welcome to the SHBP Enrollment Portal

User ID
ChrisDWorley82

Remember My User ID

NEXT

FORGOT YOUR USER ID?

New user? [CREATE ACCOUNT](#)

Need Help?
If you are unable to access your account, please contact SHBP Member Services via email at SHBPServicecenter@adp.com or by phone at 800-610-1863. Representatives are available throughout the year via phone Mon - Fri 8:30 AM - 5:00 PM. Email responses will be sent within 1-2 business days.

SHBP MEMBER SERVICES >

SHBP Enrollment Website
mySHBPga.adp.com/shbp/

GA Breeze



Log On [? Help](#)

All fields are required, unless they are noted as optional.

User ID

Password¹

Log On

[Forgot User ID or Password?](#)

[Are you a new user?](#)

By logging on, you agree to the [Terms of Service](#), [Privacy Statement](#) and [Cookie Notice](#).

GA Breeze Enrollment Website
GaBreeze.ga.gov

Remember: There are 2 different enrollment websites – SHBP and GA Breeze