Navigational Guide 2025

Online Benefits Enrollment Guide For Foothill-De Anza





CURRENT COVERAGE					
Plan Year 2025	Plan Year 2024				•
EMPLOYEE ASSISTANCE PROGRAM	START DATE	END DATE	COST	COVERED	
EAP – OptumHealth -Annual Goal Amount:\$0.00	Jan 01 2025		\$ 0.00	Employee	
BASIC LIFE INSURANCE	START DATE	END DATE	COST	COVERED	
Basic Life Insurance -Actual Coverage Amount:\$50,000.00	Jan 01 2025		\$ 0.00	Employee	
			SHOW MORE		



×

DISCLAIMER

describe those available to you, please contact the Human Resources Department, Benefits Unit, at 65U-949-6224 or via email: MyBenefits@fhda.edu.

Certain links on this Site connect to Web sites maintained by third parties. We make no representations or warranties as to the content of these sites and take no responsibility for such sites. Our link to another site is not an endorsement of that site. We encourage you to review any Web site's policies before providing any personal information.

This Site may not perform as intended at all times. You agree that SECOVA and/or FHDA are not responsible for any error, omission, interruption, or delay in operation of or transmission through this Site, communication online failure, system failure, or other circumstances beyond their control.

I hereby authorize Foothill-De Anza Community College District to deduct from my pay the premium contribution applicable for the coverage I have elected. I understand that this payroll deduction will continue in effect unless I terminate employment or change my election as permitted under the plan (e.g., during open enrollment, due to a change in family status, or during a special enrollment period). I understand and agree that for the benefits plan year 2025, my premium contribution will be deducted from my pay on a 'pre-tax' basis. I understand and agree that such payment must be made on or before the first of the month for which the premium contribution is applicable. I understand and agree that if I have a 10-month or 11-month assignment, my premium contribution will be collected at the earliest opportunity and may be assessed in arrears to bring my contributions up-to-date. I further understand and agree that in an event that any month in which a premium contribution is due and I have insufficient funds to meet my premium contribution or whenever I am on non-pay status with paid benefits status such as LTD, etc., I may enroll under the Direct Pay Plan to avoid a lapse of coverage. In such a situation, I must prepay the insurance carrier directly for the full monthly health insurance premium and qualify for the monthly employer share of cost reimbursement in arrears, providing that I serve the District with appropriate proof of payment and the applicable invoice to validate the payment.

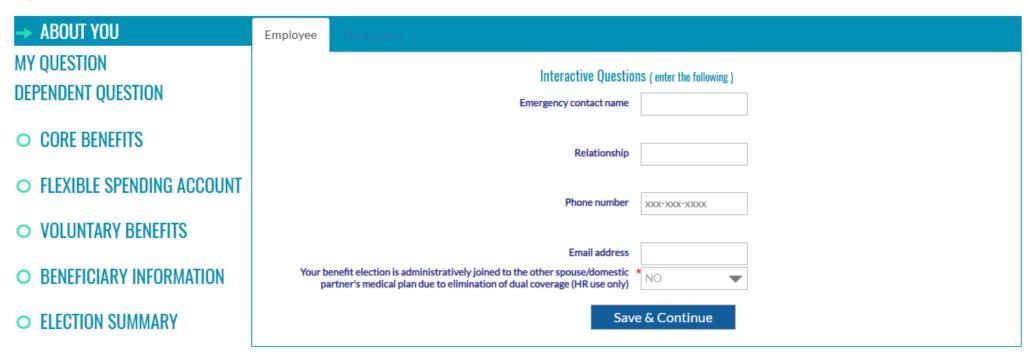
Note: MetLife requires that you must be in active pay status to participate in any of their voluntary products. This means that if you have enrolled in Critical Illness, Accident Insurance, and Legal Plan via open enrollment that required payroll deduction, your first payroll deduction will occur on 01/31/2025 or the first of the month following the policy being underwritten by MetLife. If you are not in pay status after enrollment is made, you will need to make arrangements with MetLife directly to secure the coverage. No further payroll deduction is permitted.

Click on "I Accept" to start enrollment

LACCEPT

I DECLINE





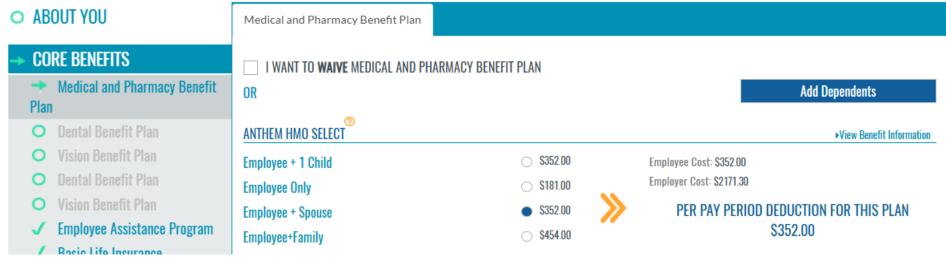


ELECTION SUMMARY

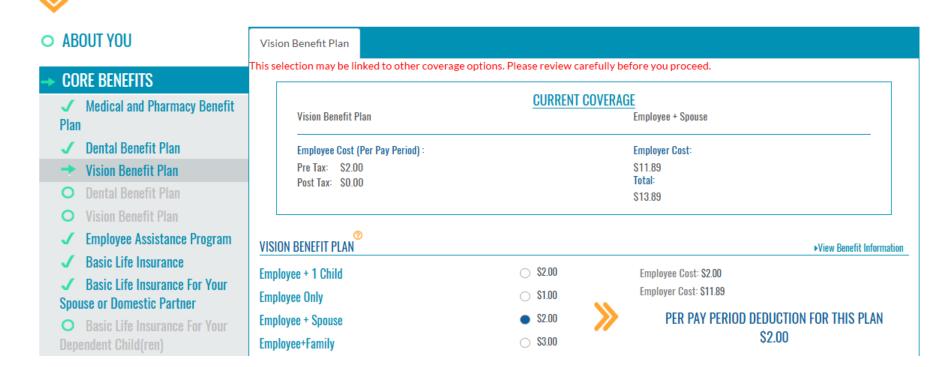


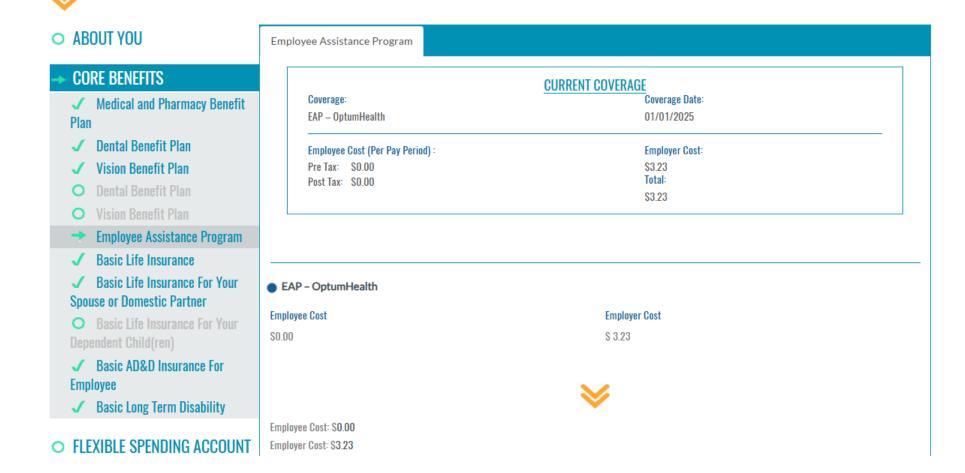
Please answer the dependent interactive questions, ensuring all necessary information is provided, and then click on the "Save & Continue" button to proceed.

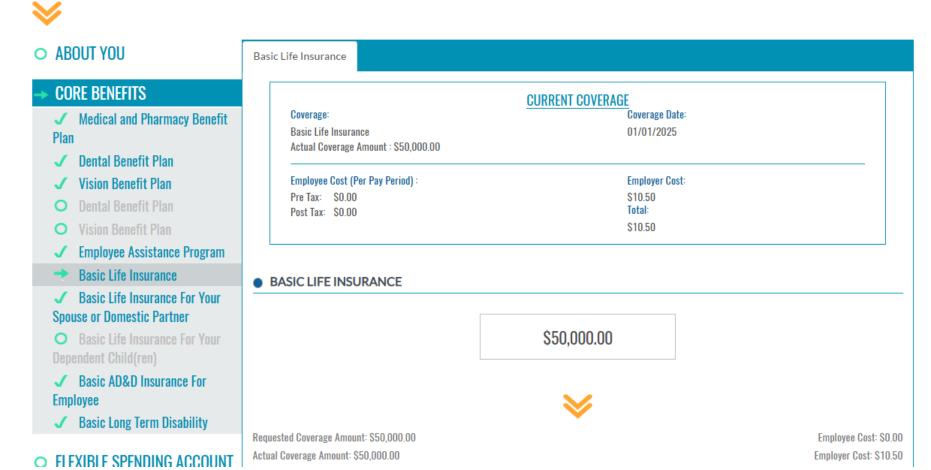














ABOUT YOU

CORE BENEFITS ✓ Medical and Pharmacy Benefit Plan Dental Benefit Plan Vision Benefit Plan O Dental Benefit Plan O Vision Benefit Plan **Employee Assistance Program Basic Life Insurance** Basic Life Insurance For Your **Spouse or Domestic Partner** O Basic Life Insurance For Your ✓ Basic AD&D Insurance For **Employee** ✓ Basic Long Term Disability

Basic Life Insurance For Your Spouse or Domestic Partner **CURRENT COVERAGE** Coverage: Coverage Date: Basic Life For Spouse/Domestic Partner 01/01/2025 Actual Coverage Amount: \$5,000.00 Employee Cost (Per Pay Period): **Employer Cost:** Pre Tax: \$0.00 \$1.73 Total: Post Tax: \$0.00 \$1.73 BASIC LIFE FOR SPOUSE/DOMESTIC PARTNER \$5,000.00 Requested Coverage Amount: \$5,000.00 Employee Cost: \$0.00 Actual Coverage Amount: \$5,000.00 Employer Cost: \$1.73 FLEXIBLE SPENDING ACCOUNT

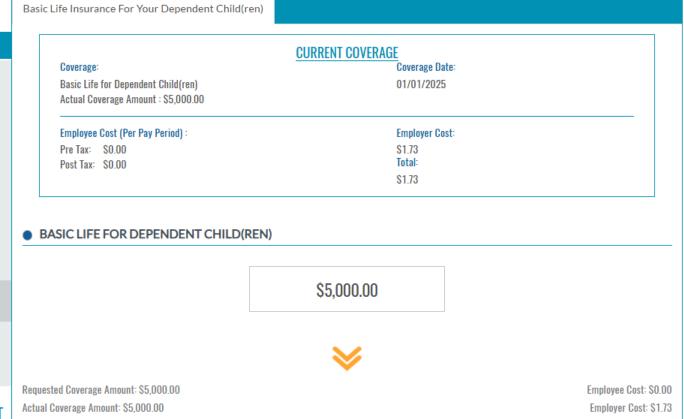
Basic Life Insurance for your spouse or domestic partner is an employer-provided plan. To be eligible for enrollment, your dependent must be covered under Medical and/or Dental/ Vision Plans. Click 'Save & Continue' to proceed.



ABOUT YOU

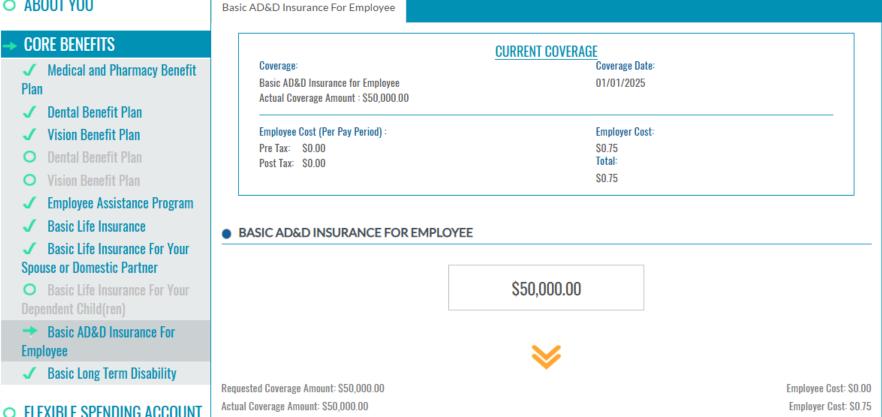
CORE BENEFITS ✓ Medical and Pharmacy Benefit Plan Dental Benefit Plan Vision Benefit Plan O Dental Benefit Plan O Vision Benefit Plan **Employee Assistance Program** Basic Life Insurance Basic Life Insurance For Your **Spouse or Domestic Partner** Basic Life Insurance For Your Dependent Child(ren) ✓ Basic AD&D Insurance For **Employee** ✓ Basic Long Term Disability

O FLEXIBLE SPENDING ACCOUNT





ABOUT YOU



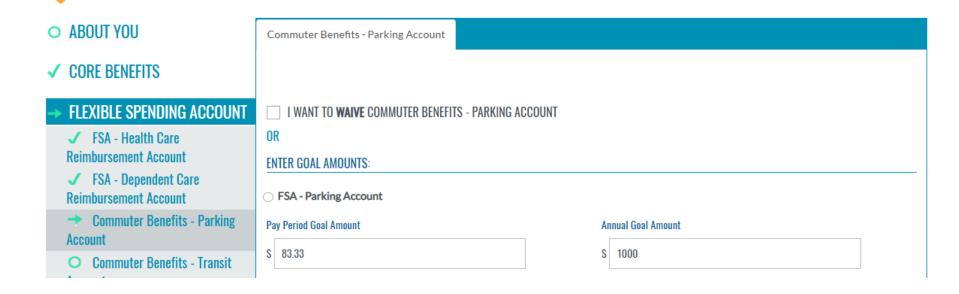


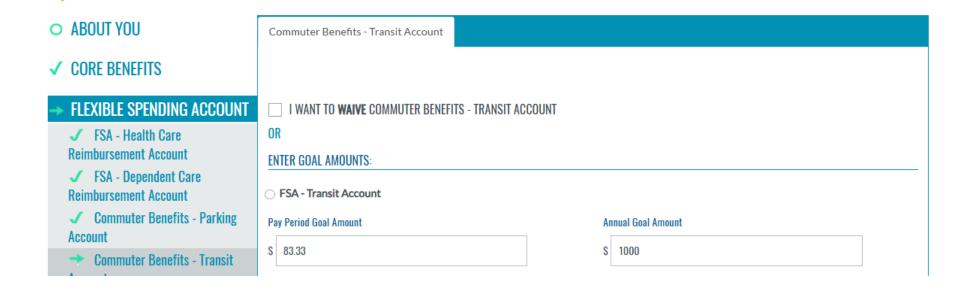
ABOUT YOU

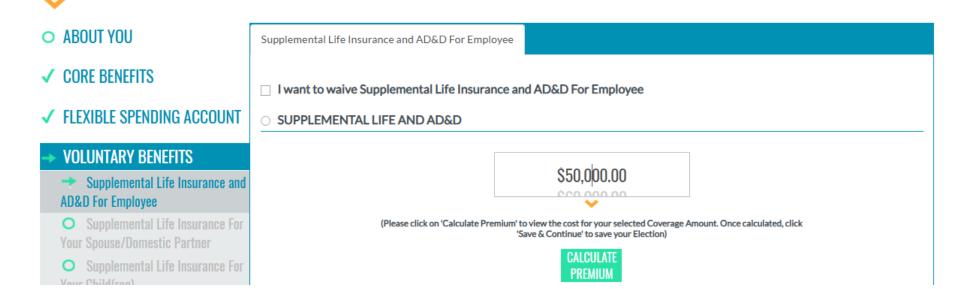
Basic Long Term Disability **CORE BENEFITS CURRENT COVERAGE** Coverage Date: Coverage: ✓ Medical and Pharmacy Benefit LTD 66 2/3% of Salary 01/01/2025 Plan Actual Coverage Amount: \$6,000.00 **Dental Benefit Plan** Employee Cost (Per Pay Period) **Employer Cost:** Vision Benefit Plan Pre Tax: \$0.00 \$41.83 O Dental Benefit Plan Total: Post Tax: \$0.00 Vision Benefit Plan \$41.83 **Employee Assistance Program** Basic Life Insurance LTD 66 2/3% OF SALARY Basic Life Insurance For Your Spouse or Domestic Partner \$6,000.00 ✓ Basic Life Insurance For Your Dependent Child(ren) ✓ Basic AD&D Insurance For **Employee** Basic Long Term Disability Requested Coverage Amount: \$6,000.00 Employee Cost: \$0.00 Actual Coverage Amount: \$6,000.00 Employer Cost: \$41.83 FLEXIBLE SPENDING ACCOUNT

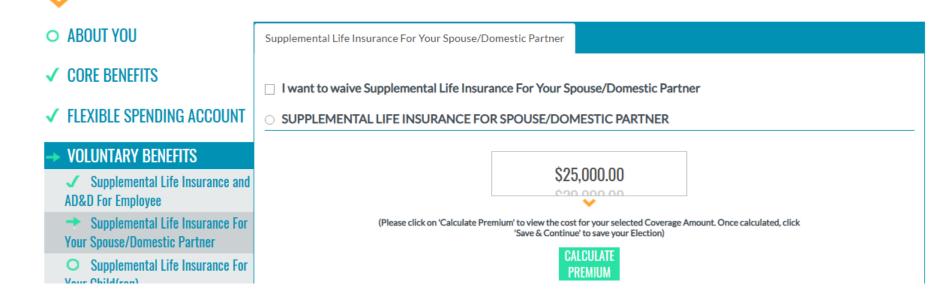
O ABOUT YOU	The minimum annual contribution amount is \$500 for both FSA Health Care and Dependent Care accounts. Due to the system limitation, the calculation of the monthly contribution amount cannot be less than \$41.67. Please enter \$500.04 for the minimum annual goal amount (\$41.67x12=\$500.04)		
✓ CORE BENEFITS	(\$41.07,112-\$300.04)		
→ FLEXIBLE SPENDING ACCOUNT			
FSA - Health Care Reimbursement Account	FSA - Health Care Reimbursement Account		
O FSA - Dependent Care Reimbursement Account			
O Commuter Benefits - Parking	☐ I WANT TO Waive FSA - HEALTH CARE REIMBURSEMENT ACCOUNT		
Account	OR .		
O Commuter Benefits - Transit Account	ENTER GOAL AMOUNTS:		
	FSA - Health Care Reimbursement Account		
 VOLUNTARY BENEFITS 	Pay Period Goal Amount	A	nnual Goal Amount
O BENEFICIARY INFORMATION	S 254.17	S	3050.00

O ABOUT YOU	The minimum annual contribution amount is \$500 for both FSA Heal calculation of the monthly contribution amount cannot be less than \$ (\$41.67x12=\$500.04)	Ith Care and Dependent Care accounts. Due to the system limitation, the \$41.67. Please enter \$500.04 for the minimum annual goal amount	
✓ CORE BENEFITS	(#11.07X12 #300.01)		
→ FLEXIBLE SPENDING ACCOUNT			
✓ FSA - Health Care Reimbursement Account	FSA - Dependent Care Reimbursement Account		
FSA - Dependent Care Reimbursement Account			
O Commuter Benefits - Parking	☐ I WANT TO WAIVE FSA - DEPENDENT CARE REIMBURSEMENT ACCOUNT		
Account	OR OR		
O Commuter Benefits - Transit Account	ENTER GOAL AMOUNTS:		
	○ FSA - Dependent Care Reimbursement Account		
O VOLUNTARY BENEFITS	Pay Period Goal Amount	Annual Goal Amount	
O BENEFICIARY INFORMATION	\$ 416.67	\$ 5000	











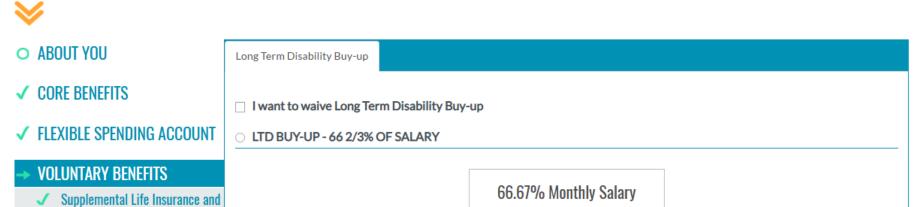
- ABOUT YOU
- ✓ CORE BENEFITS
- **✓** FLEXIBLE SPENDING ACCOUNT
- → VOLUNTARY BENEFITS
 - ✓ Supplemental Life Insurance and AD&D For Employee

Supplemental Life Insurance For Your Child(ren)

- ☐ I want to waive Supplemental Life Insurance For Your Child(ren)
- SUPPLEMENTAL LIFE INSURANCE FOR CHILD(REN)

\$10,000.00

AD&D For Employee





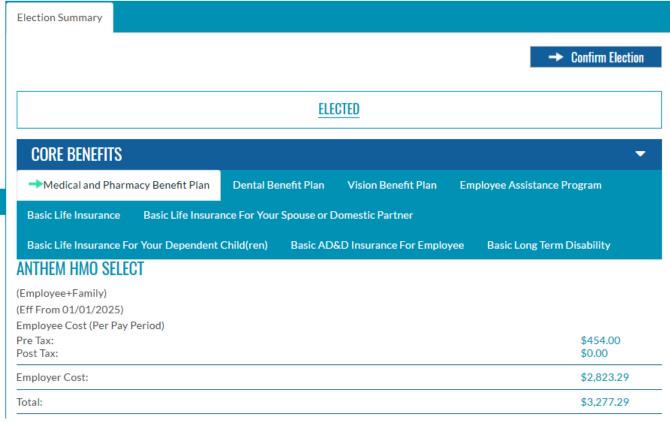
O ABOUT YOU	Critical Illness		
✓ CORE BENEFITS	☐ I want to waive Critical Illness		
✓ FLEXIBLE SPENDING ACCOUNT	OR		Add Dependents
→ VOLUNTARY BENEFITS			
✓ Supplemental Life Insurance and AD&D For Employee	30000		➤ VIEW BENEFIT INFORMATION
✓ Supplemental Life Insurance For Your Spouse/Domestic Partner		\$30,000.00	
✓ Supplemental Life Insurance For Your Child(ren)	Employee Only Employee + Spouse	○ \$101.70 ○ \$210.00	
Long Term Disability Buy-up	Employee+Family	\$224.40	
✓ Legal Plan	Employee + Child(ren)	\$116.10	
Critical Illness	D		FI 0k 0004 40
O Group Accident Insurance	Requested Coverage Amount: \$30,000.00 Actual Coverage Amount: \$30,000.00		Employee Cost: S224.40 Employer Cost: S0.00



	Select the Plan Type:	
	All Elected Plan Type(s)	
	Apply this allocation to all plan types: Yes No	
↓ Select ADD → Beneficiary BENEFICIARY		
BENEFICIARY 1	BENEFICIARY 2	
% ALLOCATION: D	NAME: SPOUSE EMPLOYEE SSN: XXX-XX-0002 DATE OF BIRTH: 10/01/1978 BENEFICIARY TYPE: SPOUSE BENEFIT TYPE: Select % ALLOCATION: 0	
AMOUNT: \$0.00	AMOUNT: \$0.00	
	GANGEL SAVE	SAVE & CONTINUE→

Click on the "Add Beneficiary" button to create a new beneficiary. When assigning the allocation percentages, ensure that both primary and contingent allocations are correctly distributed for each category.





Please review your elections on the "Election Summary" page, and once everything is correct, click on "Confirm Election" to finalize the enrollments.

