



## MEMORANDUM

To: All AISD Employees

From: HR Benefits Department

Date: February 20, 2018

Subject: **AISD Wellness Enrollment Now Offered Year Round**

AISD wants to ensure that all employees have the opportunity to take control of their health and participate in the District's Wellness Program. Normally, employees enroll in the Wellness Plan as a new hire or during our annual open enrollment.

**Effective March 1, 2018 all employees who are not currently enrolled in the Wellness Program will be able to enroll through our benefits enrollment system at any time.**

- 1. I don't have the District's Medical plan. Can I still enroll in the Wellness Program?**
  - a. YES, you do not have to be enrolled in the District's Medical plan to enroll in the Wellness Program.
  
- 2. Will I receive the \$20 medical plan premium reduction if I enroll in the Wellness Program in the middle of the year?**
  - a. No, the \$20 medical plan premium reduction is given only to employees enrolled in the District's medical plan at the point of hire or after achieving 200 wellness points the prior plan year.
  
- 3. If I join the Wellness Program, do I have to meet the 200-point requirement by August 31, 2018?**
  - a. All mid-year enrollments will be required to meet the 200 points by August 31, 2018 to receive the \$20 medical premium reduction in the 2018/19 school year. If an employee enrolls during the school year and does not achieve 200 wellness points, they may continue to be a wellness participant in the following year. The employee will not receive the medical plan premium reduction until they have achieved 200-wellness points in the prior plan year.

If you have other questions please feel free to email [hrbenefits@aisd.net](mailto:hrbenefits@aisd.net). Please see the attached directions on how to enroll in the Wellness Program through our benefits enrollment system at [www.myaisdbenefits.net](http://www.myaisdbenefits.net). When you enroll, your effective date is the 1<sup>st</sup> of the month following the date that enrollment in the online benefits system is completed.