

Hapeville Charter Schools

Employee Benefits Plan Year 2022

Beginning January 1, 2022

**State Health
Benefits Plan**
(medical)

**Georgia
Breeze**
(Dental, Vision...)

**Lincoln
Financial**
(Employer Paid)

State Health Benefits Plan (medical/prescriptions)

Enrollment Website: myshbpga.adp.com

State Health Benefits Plan is the state agency which manages medical and prescription benefits. The benefits you selected during Open Enrollment 2021 begin January 1, 2021. Benefits with SHBP are completely voluntary. New Employee Enrollment is within the first 30 days of the employees first day of employment.

Providers:

- **Anthem** (formerly Blue and Cross Blue Shield of GA)
 - HMO and HRA (Gold/Silver/Bronze) Plans
- **United Healthcare**
 - HMO and High Deductible Plans
- **Kaiser Permanente**
 - HMO Only

Notes:

- Always print your “Confirmation Page”
 - You will need to change your password before you can login.
 - Use the “Forget Password” prompt
 - If have never logged into the SHBP enrollment website Click “Register Here”
 - **Registration Code SHBP-GA**
- *If you do not log in and complete the Open Enrollment 2021 process, your 2021 benefits will automatically carry over to 2022.

Open Enrollment Documents

Active Members

[SHBP - Active Members Resource](#)

[SHBP - Active Member Decision Guide 2022](#) (Outlines all providers and plans, phone number of providers)

[SHBP - Active Member Rates - 2022](#)

Retired Member

[SHBP - Retired Members \(Planning To Retire?\)](#)

[SHBP - 2022 Retiree Member Rates](#)

**Great
Resource of
Information**

ALWAYS PRINT YOUR CONFIRMATION PAGE

Your Enrollment Is NOT Complete Until You Receive a CONFIRMATION NUMBER



Georgia Breeze (flexible benefits: dental, vision, Aflac...)

Enrollment Website: GaBreeze.ga.gov

Georgia Breeze through the State Personnel Administration is the state agency which manages flexible benefits for state workers including multiple school districts. The benefits you selected during Open Enrollment 2021 will begin January 1, 2022. New Employee Enrollment is within the first 30 days of the employees first day of employment.

Benefits Offered Through GA Breeze:

- Dental
- Vision
- Aflac (Critical Illness/Accidents)
- Long Term Care
- Prepaid Legal
- Health Savings Account[†]
- Dependent Savings Account[†]
- *Life Insurance (You, Spouse, & Children) *
- *ADD*
- *Short and Long Term Disability*

[†]with the exceptions of the savings accounts, if you do not complete the open enrollment process, the benefits you have in 2021 will automatically carry over to the 2022 plan year.

Notes:

- Always print your confirmation page after submitting your enrollment.
- **You can use the “Forgot User ID or Password” prompt.**
- *HCS already provides full time employees with \$50K Life, \$50K ADD, Short and Long Term Disability policies absolutely free through Lincoln Financial.
 - You can choose to have double coverage and elect in these benefits through GA Breeze at your cost.
- [†]If you had a Health Care or Dependent Care saving account in 2021, **YOU MUST Log In and RE-ENROLL into the saving accounts for 2022.**

Open Enrollment Documents

Active Member Enrollment Documents (links)

- [GA Breeze - Active Member You Decide Guide – 2022](#)
- [GA Breeze - Benefit Rates and Rate Calculation - 2022](#)
- [GA Breeze - What's New! - 2022](#)
- [GA Breeze - Enrollment FAQs 2022](#)
- [GA Breeze - Benefits At-A-Glance 2022 \(with contact numbers\)](#)
- [GA Breeze - Get To Know The Vendors](#)

Retired Members (or retiring soon) – Click on the “You Decide Guide” above and look at pages 16-18.



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Lincoln Financial (involuntary benefits: free to all fulltime employees)

No Enrollment Necessary: enrollment is automatic when employees are hired.

Hapeville Charter Schools provides all full time employees a set of benefits at no cost to the employee. The benefits are through Lincoln Financial. If an employee needs to access the benefits they need to email HR@hapevillecharter.org. Enrollment is involuntary and automatic upon the employee's first day of employment and end the last day the employee worked.

Benefits Provided Through Lincoln Financial:

- **Employee Assistance Program**
- **\$50,000 Life Insurance (employee only)**
- **\$50,000 ADD (employee only)**
- **Short Term Disability***
 - **60% of weekly salary up to \$500**
 - **Up to 12 weeks**
 - **7 day waiting period**
- **Long Term Disability***
 - **60% of weekly salary up to \$500**
 - **After 12 weeks**
 - **7 day waiting period after 12 weeks of short term disability is over.**

*Disability is based on a doctor's recommendation.

Notes:

- To start a Short or Long Term disability claims, all employee must first complete the "HCS Extended Leave Request form (link below).
- HR will reach out to next of kin to start a Life Insurance or ADD Insurance claim.
- GA Breeze offer voluntary benefits that are similar to the involuntary benefits provided to HCS employees through Lincoln Financial. If you enroll in similar benefits with GA Breeze you will have additional coverages.
 - E.g.: If you enroll with Long Term Disability (LTD) with GA Breeze, you will have two LTD policies that will payout if you are out over 12 weeks due to disability.
 - ***Lincoln Benefits are free to all employees, but GA Breeze benefits are paid by the employees.***

Employee Assistance Program

An employee assistance program is an employee benefit program that assists employees with personal problems and/or work-related problems that may impact their job performance, health, mental and emotional well-being. For more information, click on the link below.

- [Employee Assistance Program Flyer \(Lincoln Financial\)](#)

Links

- [HCS - Extended Leave, FMLA, and Disability Form](#)