

HR SOURCE

BCN to Replace PHP as Lowest Cost Health Plan

MSU faculty, staff and retirees will have access to a new health plan during the 2010 open enrollment period for the 2010/2011 plan year. Effective July 1, 2010, Blue Care Network (BCN) will replace the Physicians Health Plan (PHP) as an MSU health plan option.

In the fall of 2009, PHP informed MSU that PHP would not be available as a plan option for the 2010/2011 plan year due to a planned acquisition of PHP by BCN. Since then, much time has been invested developing a new high-quality health plan arrangement with BCN that will achieve needed health care savings and can be implemented by July 1, 2010. Although plans for BCN to buy PHP

recently were abandoned, the transition to BCN as MSU's lowest cost plan will move ahead since there is not enough time before open enrollment begins to negotiate and implement a new plan design with PHP that achieves the same level of savings and has the necessary buy-in from all affected MSU groups.

During open enrollment, BCN will hold 24 informational sessions on campus where faculty, staff and retirees can come to learn more about the BCN plan and ask questions. (See page two for dates.) Open enrollment guides with information about all plan options will be distributed in mid-April. [HR](#)

Nominations Sought for 2010 CT Award

Nominations are being sought for the 2010 Gliozzo Clerical-Technical Recognition Award.

This annual award is intended to recognize one Clerical-Technical employee each year for his or her outstanding abilities and dedication to excellence. The winner of the award is recognized at a special reception that includes the presentation of an engraved plaque and a \$1,000 check in recognition and appreciation of outstanding service to Michigan State University.

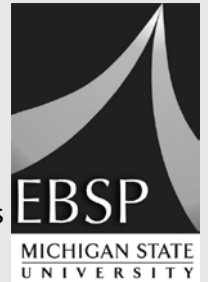
Nominations are due by May 14, 2010 at 5 p.m. The nomination process involves filling out a nomination form and collecting between two and five letters of support.

You can find more information about the award, including the nomination forms on the MSU Human Resources Web site at www.hr.msu.edu.

Employees can be nominated by any member of the University community. If you have questions about this award, contact Jackie Mussell at 517-884-0114 or mussellj@hr.msu.edu. [HR](#)

EBSP Educational Sessions in Progress:

Come learn about the new administrative business systems going live in January 2011! Enterprise Business Systems Projects (EBSP) is holding a



series of educational sessions with detailed overviews of the process changes. These sessions can help you understand how MSU will do its work in the future and also will provide a foundation for training set to begin in late summer 2010.

Each session will be offered twice. All session materials, including presentations, handouts and questions from the sessions, will be posted to the EBSP Web site. For many, an audio recording of the presentation also will be available.

Sessions include how to hire and pay faculty, staff and students; security access; reporting; the new accounting string; monthly reconciliation; budgeting; receiving money; processing various eDocuments; how data will be handled; and employee self-service.

Please visit ebsp.msu.edu for the current schedule and locations of the sessions. [HR](#)

Announcing MSU Benefits Open Enrollment and Benefits Fair Dates

Online Open Enrollment for the 2010-11 benefits plan year will be held **April 19 through May 10, 2010.**

Open Enrollment is the annual opportunity for all benefits-eligible employees to re-evaluate their benefits needs and make changes to benefits selections.

As in past years, there will be three Benefits Fairs where faculty, staff and retirees can learn about benefits options and ask questions of benefits plan vendors and Human Resources representatives.

In addition to the general Benefits Fairs, MSU Human Resources also will be hosting 24 one-hour sessions where faculty, staff and retirees can learn more about Blue Care Network (BCN), a new health plan option that will be available this year.

The dates, locations and times of both the Benefits Fairs and the BCN information sessions are shown in the next two columns.

Benefits Fair Information

The dates, locations and times of the three Benefits Fairs include:

Tuesday, April 27, 2010
MSU International Center
Spartan Rooms B & C
9 a.m. until 4 p.m.

Wednesday, April 28, 2010
MSU Union
Parlors B & C
9 a.m. until 4 p.m.

Thursday, April 29, 2010
Nisbet Building
First Floor
9 a.m. until 4 p.m.

At these fairs you will have the opportunity to speak with representatives from MSU's health, dental and insurance plan administrators as well as representatives from MSU Human Resources Benefits.

BCN Information Sessions

Representatives of Blue Care Network (BCN) will present information about MSU's new BCN plan option and then answer questions at a number of information sessions, including:

Tuesday, April 20, 2010
International Center, Spartan Room C

- 9:30 a.m. to 10:30 a.m.
- 11 a.m. to Noon
- 12:30 p.m. to 1:30 p.m.
- 2:30 p.m. to 3:30 p.m.

Wednesday, April 21, 2010
MSU Federal Credit Union, Crescent Branch (formerly main branch)

- 9:30 a.m. to 10:30 a.m.
- 11 a.m. to Noon
- 12:30 p.m. to 1:30 p.m.
- 2:30 p.m. to 3:30 p.m.

Wednesday, April 28, 2010
MSU Union, Parlor A

- 9:30 a.m. to 10:30 a.m.
- 11 a.m. to Noon
- 12:30 p.m. to 1:30 p.m.
- 2:30 p.m. to 3:30 p.m.

Thursday, April 29, 2010
Nisbet Building, Room 10B

- 9:30 a.m. to 10:30 a.m.
- 11 a.m. to Noon
- 12:30 p.m. to 1:30 p.m.
- 2:30 p.m. to 3:30 p.m.

Tuesday, May 4, 2010
International Center, Spartan Room C

- 9:30 a.m. to 10:30 a.m.
- 11 a.m. to Noon
- 12:30 p.m. to 1:30 p.m.
- 2:30 p.m. to 3:30 p.m.

Thursday, May 6, 2010
MSU Federal Credit Union, Crescent Branch (formerly main branch)

- 9:30 a.m. to 10:30 a.m.
- 11 a.m. to Noon
- 12:30 p.m. to 1:30 p.m.
- 2:30 p.m. to 3:30 p.m.

Appropriate Use of Conflict of Interest Forms During Hiring Process

Thinking of hiring a relative or the relative of someone who already works in your department? Please remember to fill out the Conflict of Interest Form and send it to Staffing Services for approval before you finalize the hire! This form is available in the forms section of the MSU HR Web site at www.hr.msu.edu. For purposes of the MSU Conflict of Interest in Employment Policy, a relative is defined as a connection between persons by blood, marriage, adoption,

domestic partnership, or other personal relationship in which objectivity might be impaired. The policy also requires that no employee be assigned to a unit or department under the direct supervision or control of a relative. But whether there is a reporting relationship or not, this form is required when relatives will work in the same department. Questions about the form or the policy can be directed to Staffing Services at 517-353-3720. [HR](#)

Medicaid and the Children's Health Insurance Program (CHIP) Offer Free or Low-Cost Health Coverage to Children and Families

If you are eligible for health coverage from your employer, but are unable to afford the premiums, some States have premium assistance programs that can help pay for coverage. These States use funds from their Medicaid or CHIP programs to help people who are eligible for employer-sponsored health coverage, but need assistance in paying their health premiums.

If you or your dependents are already enrolled in Medicaid or CHIP and you live in a State listed below, you can contact your State Medicaid or CHIP office to find out if premium assistance is available.

If you or your dependents are NOT currently enrolled in Medicaid or CHIP, and you think you or any of your dependents might be eligible for either of these programs, you can contact your State Medicaid or CHIP office or dial 1-877-KIDS NOW or www.insurekidsnow.gov to find out how to apply. If you qualify, you can ask the State if it has a program that might help you pay the premiums for an employer-sponsored plan.

Once it is determined that you or your dependents are eligible for premium assistance under Medicaid or CHIP, your employer's health plan is required to permit you and your dependents to enroll in the plan – as long as you and your dependents are eligible, but not already enrolled in the employer's plan. This is called a "special enrollment" opportunity, and you must request coverage within 60 days of being determined eligible for premium assistance.

If you live in one of the following States, you may be eligible for assistance paying your employer health plan premiums. The following list of States is current as of March 3, 2010. You should contact your State for further information on eligibility. A list of phone numbers is below. **You can find a copy of this notice that also includes live "clickable" links to the Web sites of each of the below state agencies online at hr.msu.edu.**

ALABAMA	1-800-362-1504	NEW HAMPSHIRE	1-800-852-3345 x 5254
ALASKA	Outside of Anchorage: 1-888-318-8890 Anchorage: 907-269-6529	NEW JERSEY	Medicaid Phone: 1-800-356-1561 CHIP Phone: 1-800-701-0710
ARIZONA	602-417-5422	NEW MEXICO	Medicaid Phone: 1-888-997-2583 CHIP Phone: 1-888-997-2583
ARKANSAS	1-888-474-8275	NEW YORK	1-800-541-2831
CALIFORNIA	1-866-298-8443	NORTH CAROLINA	919-855-4100
COLORADO	Medicaid Phone: 1-800-866-3513 CHIP Phone: 303-866-3243	NORTH DAKOTA	1-800-755-2604
FLORIDA	1-866-762-2237	OKLAHOMA	1-888-365-3742
GEORGIA	1-800-869-1150	OREGON	Medicaid Phone: 1-800-359-9517 CHIP Phone: 1-800-359-9517
IDAHO	Medicaid Phone: 208-334-5747 CHIP Phone: 1-800-926-2588	PENNSYLVANIA	1-800-644-7730
INDIANA	1-877-438-4479	RHODE ISLAND	401-462-5300
IOWA	1-888-346-9562	SOUTH CAROLINA	1-888-549-0820
KANSAS	800-766-9012	TEXAS	1-800-440-0493
KENTUCKY	1-800-635-2570	UTAH	1-866-435-7414
LOUISIANA	1-888-342-6207	VERMONT	1-800-250-8427
MAINE	1-800-321-5557	VIRGINIA	Medicaid Phone: 1-800-432-5924 CHIP Phone: 1-866-873-2647
MASSACHUSETTS	1-800-462-1120	WASHINGTON	1-877-543-7669
MINNESOTA	800-657-3739	WEST VIRGINIA	304-342-1604
MISSOURI	573-751-6944	WISCONSIN	1-800-362-3002
MONTANA	1-800-694-3084	WYOMING	307-777-7531
NEBRASKA	1-877-255-3092		
NEVADA	Medicaid Phone: 1-800-992-0900 CHIP Phone: 1-877-543-7669		

To see if any more States have added a premium assistance program since March 3, 2010, or for more information on special enrollment rights, you can contact either: U.S. Department of Labor, Employee Benefits Security Administration, www.dol.gov/ebsa, 1-866-444-EBSA (3272) OR U.S. Department of Health and Human Services, Centers for Medicare & Medicaid Services, www.cms.hhs.gov, 1-877-267-2323, Ext. 61565.

Online Source Extra: These additional pages contain clickable links to the Web sites that are available for the following states related to Medicaid and the Children's Health Insurance Program:

ALABAMA – Medicaid

Website: <http://www.medicaid.alabama.gov>

ALASKA – Medicaid

Website: <http://health.hss.state.ak.us/dpa/programs/medicaid/>

ARIZONA – CHIP

Website: <http://www.azahcccs.gov/applicants/default.aspx>

ARKANSAS – CHIP

Website: <http://www.arkidsfirst.com/>

CALIFORNIA – Medicaid

Website: http://www.dhcs.ca.gov/services/Pages/TPLRD_CAU_cont.aspx

COLORADO – Medicaid and CHIP

Medicaid Website: <http://www.colorado.gov/>

CHIP Website: [http:// www.CHPplus.org](http://www.CHPplus.org)

FLORIDA – Medicaid

Website: <http://www.fdhc.state.fl.us/Medicaid/index.shtml>

GEORGIA – Medicaid

Website: <http://dch.georgia.gov/>

Click on Programs, then Medicaid

IDAHO – Medicaid and CHIP

Medicaid Website: www.accesstohealthinsurance.idaho.gov/

CHIP Website: www.medicaid.idaho.gov/

INDIANA – Medicaid

Website: <http://www.in.gov/fssa/2408.htm>

IOWA – Medicaid

Website: www.dhs.state.ia.us/hipp/

KANSAS – Medicaid

Website: <https://www.khpa.ks.gov>

KENTUCKY – Medicaid

Website: <http://chfs.ky.gov/dms/default.htm>

LOUISIANA – Medicaid

Website: www.dhh.louisiana.gov/offices/?ID=92

MAINE – Medicaid

Website: <http://www.maine.gov/dhhs/oms/>

MASSACHUSETTS – Medicaid and CHIP

Medicaid & CHIP Website: <http://www.mass.gov/MassHealth>

MINNESOTA – Medicaid

Website: <http://www.dhs.state.mn.us/>

Click on Health Care, then Medical Assistance

MISSOURI – Medicaid

Website: <http://www.dss.mo.gov/mhd/index.htm>

TEXAS – Medicaid

Website: <https://www.gethiptexas.com/>

UTAH – Medicaid

Website: <http://health.utah.gov/medicaid/>

VERMONT– Medicaid

Website: <http://ovha.vermont.gov/>

VIRGINIA – Medicaid and CHIP

Medicaid Website: <http://www.dmas.virginia.gov/rcp-HIPP.htm>

CHIP Website: <http://www.famis.org/>

WASHINGTON – Medicaid

Website: <http://hrsa.dshs.wa.gov/premiumpymt/Apply.shtm>

WEST VIRGINIA – Medicaid

Website: <http://www.wvrecovery.com/hipp.htm>

WISCONSIN – Medicaid

Website: <http://dhs.wisconsin.gov/medicaid/publications/p-10095.htm>

WYOMING – Medicaid

Website: <http://www.health.wyo.gov/healthcarefin/index.html>

MSU is an affirmative-action, equal-opportunity employer.

Upcoming HRD Education Opportunities

To register or get more information on any of these upcoming Human Resource Development courses, look at the Odyssey catalog on the Human Resources Web site at hr.msu.edu.

The current Odyssey catalog is available under the "HR News" section of the HR Web site.

Speak and Write with Confidence

Tuesday, April 20, 8:30 a.m. – 4:30 p.m.

Presenter: Jacqueline McCarroll, McCarroll Associates, Inc. \$155.

MSU Internal Audit Processes and Procedures

Wednesday, April 21, 8:30 a.m. – 11 a.m.

Presenters: Thomas Luccock and Jana Dean, MSU Internal Audit. Free.

MSU Accounting: Special Payments

Friday, April 23, 8:30 a.m. – 11 a.m.

Presenter: Gregory Deppong & MSU Accounting Staff. Free.

Egoless Leadership

Tuesday, April 27, 1 p.m. – 4:30 p.m.

Presenter: William F. Diedrich, Transformational Leadership. \$95.

Best Practices for Writing Policies, Procedures and Manuals

Tuesday, May 4, 8:30 a.m. – 3 p.m.

Presenter: Jacqueline McCarroll, McCarroll Associates, Inc. \$160.

Meeting Management Skills

Tuesday, May 11, 1 p.m. – 4:30 p.m.

Presenter: Lois Wolfe-Morgan, Wolfe Associates. \$95.

Getting Out of the Struggle Trap

Thursday, May 20, 8:30 a.m. – Noon.

Presenter: Lisa Davidson, MSU Employee Assistance Program. \$90. [HR](#)

Upcoming Retirement Education Opportunities

To register or get more information, call 517-353-4434 extension 0 or send an e-mail to benefitsinfo@hr.msu.edu. Sessions are free and are held in 125 Nisbet Building. Advance registration is requested.

MSU Benefits/Retirement Orientation

Wednesday, April 21 at 12:30 p.m.

Presenter: Human Resources staff.

Quarterly Market Update

Thursday, April 22 at 5:15 p.m.

Presenter: Fidelity.

Basic Retirement Investment Concepts

Wednesday, April 29 at 5:15 p.m.

Presenter: StraightLine.

Intermediate Retirement Investment Concepts

Wednesday, May 12 at 5:15 p.m.

Presenter: StraightLine.

MSU Benefits/Retirement Orientation

Wednesday, May 19 at 12:30 p.m.

Presenter: Human Resources staff.

MSU Benefits/Retirement Orientation

Wednesday, June 16 at 12:30 p.m.

Presenter: Human Resources staff. [HR](#)