

PREMIUM CONVERSION PLAN
OPEN ENROLLMENT PERIOD
APRIL 1 – APRIL 29, 2016

ENROLL IN THE **PREMIUM CONVERSION PLAN** (PCP),
AND TAKE HOME MORE MONEY!



What is the PCP?

PCP is a voluntary benefit program that allows you to deduct your health plan premiums on a pre-tax basis. This means you'll be paying less Federal income, state income, and FICA taxes.

Who Can Enroll and When Will this Take Effect?

Employees who are enrolled in the Employer-Union Health Benefits Trust Fund (EUTF), and whose health plan premiums are processed through the Department of Accounting & General Services are eligible to enroll in PCP. Your election will become effective on July 1, 2016.

How Can I Enroll or Make Changes?

If you're already enrolled, your enrollment will automatically continue. However, if you wish to change or cancel your enrollment, now is the time to do so, during the open enrollment period (OEP). Why? Because outside of the OEP, new enrollments, changes, or cancellations can only be made if an allowable change in status occurs, such as marriage, birth of child, etc.

Reasons Why You May Wish to Change or Cancel Your PCP Enrollment.

- You no longer have any eligible dependents.
- You are no longer in a domestic or civil union partnership.
- You were not allowed to make a PCP change during the plan year.

If any of the above applies, you may wish to cancel your PCP enrollment now. Otherwise, you will not be able to cancel your deductions until July 1, 2017.

**For more information contact your Personnel Office, or
visit: <http://dhrd.hawaii.gov>**

NOTE: You may want to consult with a tax advisor to help determine whether this Program will benefit you.