



2022-2023 Open Enrollment

Open enrollment is upon us again and we would like to take this opportunity to re-introduce **BenefitEdge Insurance Services, Inc.** As the employee benefits brokerage for Milpitas Christian Schools, Inc., we are available to help you with any benefit related challenges you may experience during the year including coverage determination, claim issues and lost member cards. We are the broker for your medical, dental, vision, life, disability, and voluntary insurance plans. For any questions or claims issues, you may contact our office between the hours of 8:30AM-5:00PM (M-F), contact the carriers direct, or send an email to: mcsi@benefitedge.net

During open enrollment, you can add or delete coverage for yourself, and/or your dependents, or change from one medical plan to another. Open enrollment is the **one time** of the year where you can make changes to your benefits without a "qualifying event". Any changes and additions will go into effect **July 1, 2022**.

As a full time employee of MCSI, you are eligible to participate in the benefit programs outlined in this handout. We encourage you to read the information thoroughly and make sure you have selected the plan(s) that best meet your needs. On the attached page, we have provided a spreadsheet that gives a brief summary of the coverage level for each plan in addition to your specific cost. Once you have selected your plan, you can use these cost amounts to complete your BENEFLEX form.

Additionally, there is expanded coverage information for all of the available plans in the respective insurance carrier's enrollment materials.

Remember, this is your one opportunity to make changes or enroll in any plans, otherwise you will have to wait until the next open enrollment period in July 2023.

Enrollment Instructions

If you would like to make changes to your benefits, please use the open enrollment change form provided or by emailing BenefitEdge Insurance directly.

We prefer to have the enrollment/change forms returned by:

May 13th, 2022

BenefitEdge Insurance Services, Inc.

Main Number: (408) 995-3343

Toll Free Number: (888) 995-3343

Fax Number: (408) 413-1983

Email Inquiries: mcsi@benefitedge.net

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