

INSURANCE

The College participates with the Public Education Employee's Health Insurance Plan (PEEHIP) through the Retirement Systems of Alabama. Full-time employees and permanent part-time instructional and non-instructional employees working twenty (20) or more hours per week are entitled to a State allocation, the amount to be legislated annually. An employee receives the allocation for each month as long as the employee is in pay status for at least one half of the working days of that month. Employees may make insurance changes during the PEEHIP Open Enrollment period each year (July and August, to be effective October 1). Each June PEEHIP will send an open enrollment booklet to employee home addresses. All necessary forms and instructions are contained within this booklet.

New employees may enroll on their date of employment, the first day of the month following employment or during open enrollment (July and August of each year) to be effective October 1.

An employee who chooses not to participate in any PEEHIP sponsored hospital-medical or supplemental plans is not entitled to a wage supplement.

The State allocation may be transferred to a spouse who is employed with a unit that participates in PEEHIP coverage and applied to a family hospital/medical plan. Spouses who are combining allocations must complete a Transfer of Allocation Form and return it to the PEEHIP Office in Montgomery. Spouses can begin transferring allocations only at specified times.

The College encourages all employees to visit the PEEHIP website for detailed insurance information and miscellaneous forms: www.rsa-al.gov

Employees may also call PEEHIP at 1-877-517-0020 and speak to a PEEHIP representative for a response to personal insurance questions.