



STATE OF NEW YORK

ANDREW M. CUOMO  
GOVERNOR

DEPARTMENT OF CIVIL SERVICE  
ALFRED E. SMITH STATE OFFICE BUILDING  
ALBANY, NEW YORK 12239  
[www.cs.ny.gov](http://www.cs.ny.gov)

JERRY BOONE  
COMMISSIONER

NY12-29

### MEMORANDUM

**TO:** New York State Health Benefits Administrators  
**FROM:** Employee Benefits Division  
**SUBJECT:** *NYSHIP Rate Changes Effective October 1, 2012* flyer, August 2012 *Empire Plan Special Report*, August 2012 *NYSHIP HMO Special Report*, and October 1, 2012 *Empire Plan At A Glance* with Copayment Cards for NYSCOPBA in Correction Titles  
**DATE:** August 24, 2012

We will soon mail the *NYSHIP Rate Changes Effective October 1, 2012* flyer [August 2012; NY0992], the August 2012 *Empire Plan Special Report* [NF0498], August 2012 *NYSHIP HMO Special Report* [NY0994], and October 1, 2012 *Empire Plan At A Glance* [NY0993] for Employees of the State of New York in Correction Titles who are represented by the New York State Correction Officers and Police Benevolent Association (NYSCOPBA). These publications describe the changes affecting NYSHIP coverage effective October 1, 2011 and October 1, 2012 as a result of the collective bargaining agreement ratified on July 23, 2012. As a result of these changes, there will be a Special Option Transfer Period from September 1, 2012 - September 30, 2012.

**You will receive a memo from the Division that provides complete details for Health Benefits Administrators regarding the rate change and how the Special Option Transfer Period will be administered. Please hold any questions you may have about the rate change and option transfer until you have carefully reviewed memo NY12-32.**

**The *NYSHIP Rate Changes* flyer includes:**

New rates for October 1, 2012; the Special Option Transfer Deadline (September 30, 2012) and payroll deduction dates.

**The *Empire Plan Special Report* includes:**

Negotiated Changes Effective October 1, 2011 and October 1, 2012; Special Option Transfer Period; NYSHIP Changes: Biweekly Premium Contribution Rate; Updated Life Expectancy Table; Health Insurance Opt-out Program; Empire Plan Changes and Preventive Care Coverage Chart (insert)

**The *NYSHIP HMO Special Report* includes:**

Negotiated Changes Effective October 1, 2011 and October 1, 2012; Special Option Transfer Period; NYSHIP Changes: Biweekly Premium Contribution Rate; Updated Life Expectancy Table; Health Insurance Opt-out Program

**The October 1, 2012 *Empire Plan At A Glance* includes:**

A brief description of Empire Plan benefits beginning on October 1, 2012. This version replaces the January 1, 2012 publication for this group ONLY. Note that there are now two *At A Glances* for NYSCOPBA with different effective dates: October 1, 2012 for CT [NF0501] and July 1, 2012 for LE [NF0487]. Encourage enrollees to use this guide together with their *Empire Plan Certificate and Amendments*. Updated copayment cards will be included with the *At A Glance* mailing to enrollees' homes.

(over)

**Distribution of Reports**

With the exception of the *At A Glance*, each publication will be mailed to enrollee homes in late August. The *At A Glance* will be mailed to enrollees shortly after the close of the Special Option Transfer period. We will send you a supply of each publication equal to one percent of your NYSHIP NYSCOPBA in Correction Titles enrollment at the same time. We will also include five copies of the Preventive Care Coverage Chart with the *Empire Plan Special Report*.

Mail files for the *NYSHIP Rate Changes* flyer were pulled from NYBEAS on August 9, 2012. Mail files for the August 2012 *Empire Plan Report* and August 2012 *NYSHIP HMO Report* were pulled August 16, 2012. The *At A Glance* mail file will be pulled on October 5, 2012. Any enrollee not on the file will NOT receive the mailings. You may, however, order a Quick Order (QO) Package on HBA Online for a new hire as it will include these publications. Otherwise, you should include a copy of each publication in the package of information you give to new hires.

**Publications available on our web site: <https://www.cs.ny.gov>**

Please check our web site for new publications. We generally post publications when we sign off for printing. That means you can see the publications before enrollees start receiving them.

**Ordering Publications**

To order additional copies of these publications during the Special Option Transfer Period, please use the Special Order Form enclosed with the dropshipment of *NYSHIP Rates Effective October 1, 2012* and fax it to the Communications Unit at (315) 272-2444. For orders after the Special Option Transfer Period, go to HBA Online and select Publications & Forms to order online.

If you need help accessing HBA Online, please call the Civil Service Help Desk at 1-800-422-3671 or 518-457-5406. Call the EBD Help Line at 518-474-2780 with questions about NYSHIP benefits.

If you are unsure how to order publications or have questions about the distribution, please call the Communications Unit at 518-457-7577.