



Department of Civil Service

ANDREW M. CUOMO
Governor

The New York State Health Insurance Program (NYSHIP) for Graduate Student Employees in the Student Employee Health Plan (SEHP)

Welcome to the New York State Health Insurance Program (NYSHIP). As a new employee, or an employee newly eligible for health insurance, there are some important things you should know:

- The Student Employee Health Plan (SEHP) provides medical, hospital, mental health and substance abuse, prescription drug and dental/vision benefits.
- Federal Health Care Reform requires that a *Summary of Benefits and Coverage* be available for your plan. You may view a copy of the *Summary of Benefits and Coverage* for the Student Employee Health Plan at <https://www.cs.ny.gov/sbc/index.cfm>. Or, if you do not have internet access, you may call 1-877-7-NYSHIP (1-877-769-7447) and choose the Medical Program to request a copy.
- Your Health Benefits Administrator (HBA) – usually located in your agency’s personnel office – is the person you should contact to make any changes to your health insurance coverage. For example, if you need to add or remove a dependent, update your address or if you have any questions about your coverage, contact your HBA.
- Check NYSHIP Online at <https://www.cs.ny.gov/employee-benefits> for updates and information, including new publications, your prescription drug list, benefit changes and to find a participating provider.

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