



NY 19-40

## MEMORANDUM

**TO:** Health Benefits Administrators of NYS Agencies  
**FROM:** Employee Benefits Division  
**SUBJECT:** 2020 Option Transfer Period Webinar Recordings and Q&A Now Available  
**DATE:** December 18, 2019

The New York State Department of Civil Service Employee Benefits Division conducted an online training webinar for New York State agency Health Benefits Administrators on Tuesday, November 19, 2019. The training covered topics which include an overview of the Option Transfer Period, the Opt-out Program, the Pre-Tax Contribution Program (PTCP), PTCP Qualifying Events, the Productivity Enhancement Program (PEP), and the Young Adult Option (YAO) Open Enrollment Period. Attendees were informed of new policies, as well as eligibility and enrollment rules for each program.

A recording of the webinar has been added to the E-Learning page on HBA online at: <https://www.cs.ny.gov/employee-benefits/hba/shared/e-learning/index.cfm>.

A direct shortcut to the webinar can be found at: <https://www.cs.ny.gov/employee-benefits/hba/shared/e-learning/videos/EBDHBAWebinars2019/2020%20Option%20Transfer%20Period%20Training%2011.19.19.mp4>

The training is labeled:  
Employee Benefits Division – 2020 Option Transfer Period Webinar Training  
•Conducted via live WebEx on November 19, 2019 (1 hour 26 minutes)

At the conclusion of the training, participants submitted questions through the webinar chat. Please refer to our 2020 Option Transfer Period Q&A document to review questions submitted and answers to these questions. A PDF of the Q&A document can be found at the end of this memo, along with the PowerPoint files and handouts from the presentation.

If you need help accessing HBA Online, contact the ITS Service Desk at 844-891-1786, [fixit@its.ny.gov](mailto:fixit@its.ny.gov) or via chat at <https://chat.its.ny.gov>.