



Department of Civil Service

ANDREW M. CUOMO
Governor
LOLA W. BRABHAM
Commissioner

NY 20-31

TO: New York State Health Benefits Administrators
FROM: Employee Benefits Division
SUBJECT: 2021 Option Transfer Period Webinar
DATE: November 18, 2020

The Employee Benefits Division (EBD) is pleased to announce the 2021 Option Transfer Period Webinars. Sessions will be held on Wednesday, December 2, 2020 from 1:30 p.m. to 3:00 p.m. and Thursday, December 3, 2020 from 1:30 p.m. to 3:00 p.m. The sessions will cover the same information, so HBAs only need to attend one of the sessions.

This year, it will be **mandatory** for all New York State HBA's to either attend one of the live 2021 Option Transfer Period Webinars or watch a recording of one of the webinars on HBA Online.

EBD will present information on 2021 Option Transfer Period dates and deadlines, 2021 premium rates, eligibility and enrollment rules for the Opt-out Program, the Pre-Tax Contribution Program, the Productivity Enhancement Program, the Young Adult Option, and the responsibilities of Health Benefits Administrators (HBAs') during the Option Transfer Period.

There is a limit to the number of registrants allowed per Webex session. We ask that you coordinate with the other HBAs at your agency to arrange for a maximum of three registrants. If the session fills up and you are unable to register, you must view a recorded session. We will send out an HBA Memo once the recorded webinar sessions are available for you to view on HBA Online.

To register for one of the live webinars, click on the registration link below for the session that you wish to attend. Complete the required information and click 'register'. Once you are registered, you will receive an email confirming registration of the webinar. Please ensure your email is correct when completing your registration.

We recommend that you test your system prior to the session to be sure your current computer software supports the webinar. This test can be done by accessing the following link; <https://www.webex.com/test-meeting.html>. If you experience technical difficulty or are unable to install required software to allow you to test your system, we suggest you first contact your computer system administrator. If your computer system administrator is unable to resolve, you should call 1-866-229-3239, which can be found when accessing the above link.

Registration Links:

[2021 Option Transfer Period Webinar Registration - December 2, 2020](#)

[2021 Option Transfer Period Webinar Registration - December 3, 2020](#)