



November 1–November 30, 2021

I am pleased to announce that the Annual Open Enrollment period for CUNY benefits will open on November 1 – November 30. Open Enrollment is the annual opportunity to elect the benefits that best meet your needs. Please refer to the below [Benefits Open Enrollment 2021 link](#) for more information and to learn more about the virtual resources we have available this year. If you are a member of PSC this is also the period to make any changes to your dental plan. Elections are effective Jan. 1–Dec. 31, 2022, unless you have a qualifying life event, such as getting married or having a baby. Payroll deductions will begin on the second paycheck in January 2022.

Employees who plan to retire in 2022 should think about the future and use this Open Enrollment period to enroll in the benefits and coverage they want to have in retirement. There have been some changes to the health plan offerings at retirement.

How to Submit Enrollment/Change Forms:

Complete your Health Benefit Plan application and/or PSC form for your 2021 benefits prior to the deadline of November 30, 2021 and email to benefits@jjay.cuny.edu.

[Benefits Open Enrollment 2021 – The City University of New York \(cuny.edu\)](#)

Flexible Spending Accounts:

In addition, the Annual Open Enrollment Period for Flexible Spending Programs (FSA) for 2022 will be held from October 12–November 19, 2021 for an effective date of January 1, 2022.

FSA forms, including enrollment and claim forms, and the FSA Brochure, are available on the FSA Program website at nyc.gov/fsa under “Forms and Downloads.”

Note: Current FSA 2021 participants (HCFSA & DeCAP) will receive a 2022 FSA letter automatically to the address the FSA office has on file in the beginning of October.

Once the FSA office receives and processes the HCFSA/DeCAP enrollment forms, the participants will receive a confirmation letter. If the participant does not experience FSA payroll deductions in January 2022, the participants should notify the FSA office immediately.

How to Submit Enrollment/Change FSA Forms:

Employees who wish to participate in the HCFSA and/or DeCAP program for Plan Year 2022 can download the applicable form(s) from the FSA website and must submit the completed forms(s) electronically to the following secure site: <https://nyc-fsa.leapfile.net>

MSC Health Benefits Buy-Out Waiver Program for 2022:

Plan Year 2022 enrollment is automatic for current active participants. If participants would like to withdraw from the MSC Health Benefits Buy-Out Waiver Program for 2022, the participants must complete the 2022 MSC Enrollment/Change Form in addition to completing the Health Benefits Application. Please note that the annual incentive payment amount is \$500 for waiving individual coverage and \$1,000 for waiving family coverage for Plan Year 2022 (June and December semi-annual payments).

Healthcare FSA (HCFSA)/Dependent Care FSA (DeCAP)

For questions, email benefits@jjay.cuny.edu or call 212-484-1152.