

# May 2020 HBR Update



## 2021 Open Enrollment Tobacco Attestation Activity Expansion

We want to give HBRs a heads up on how the State Health Plan is expanding the tobacco attestation activity requirements for tobacco users who want to reduce their premium for 2021.

- Members who use tobacco and wish to reduce their premium in 2021, don't have to wait until Open Enrollment this October to complete this activity!
- Starting July 1, 2020, members will be able to visit a CVS MinuteClinic or a Primary Care Provider for a tobacco cessation counseling session. Members will have until November 30, 2020, to complete this activity.

More information will be coming soon!

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**SAVE THE DATE:**

**2021 Open Enrollment October 15-31, 2020!**

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## Reminder: On-Site HBR Training Sessions Now Offered as Webinars

Given the COVID-19 national health emergency, the State Health Plan has transitioned all in-person, on-site HBR regional training sessions to webinars. The webinars have been reduced to two hours; however, the content will include the same information. If you have already registered for an on-site training session, you will receive a cancellation notice and will need to re-register for the webinar.

The webinar schedule is below. Please sign up for a time that is convenient for you. As a reminder these trainings cover a variety of topics providing an overall review of HBR duties, including Eligibility and Enrollment, Benefits Overview, HDHP Overview, Policies and Processes, eBenefits Overview

and Reporting. The trainings will provide you with the tools and resources you need to assist your employees. Space is limited, so register today!

### Online HBR Trainings

- [May 28, 2020: 10am-12pm](#)
- [June 5, 2020: 10am-12pm](#)
- [June 12, 2020: 10am-12pm](#)
- [June 16, 2020: 10am-12pm](#)
- [July 23, 2020: 10am-12pm](#)
- [July 24, 2020: 2pm-4pm](#)
- [July 27, 2020: 2pm-4pm](#)
- [July 29, 2020: 10am-12pm](#)
- [July 30, 2020: 2pm-4pm](#)

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## Reminder! HBR Monthly Webinars to Include Open Enrollment, Other Training

The State Health Plan will continue to utilize monthly HBR webinars as monthly training opportunities. The monthly webinars will now serve as the main source of updates and guided training. Given this change, HBR attendance at each monthly webinar will now be included in the HBR scorecard.

Here is a list of upcoming webinar topics:

- June: COBRA
- July: Reduction in Force (RIF)
- August: General benefit information, including deductibles, coinsurance, out-of-pocket, and getting HBRs to prepare employees for 2021 Open Enrollment, which is October 15-31, 2020
- September: Open Enrollment
- October: Open Enrollment
- November: Retirement

To register for the monthly webinars, visit the Plan's [website](#).

**Watch for more 2021 Open Enrollment training webinar opportunities coming soon!**

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## Setting Up a New Group on the State Health Plan

The State Health Plan has posted a new policy on setting up a new group (employing unit) on the State Health Plan.

The Plan is available exclusively for the benefit of eligible employees, eligible retired employees, and certain of their eligible dependents. Eligible State employees are permanent regular employees of an employing unit. Employing units are defined in N.C. Gen. Stat. § 135-1(11). Each employing unit is statutorily required to designate an employee to administer the Plan for that employing unit.

The designee is referred to as the Health Benefits Representative or HBR. The responsibilities of the HBR, as defined in N.C. Gen. Stat. § 135-1(13), include enrolling new employees of the employing unit on the Plan, advising the employing unit of eligibility requirements, reporting Plan changes to the employing unit, explaining Plan benefits to the employing unit, reconciling group statements, and remitting group fees.

**Please note:** The employing unit will designate the appropriate staff to serve in the role of HBR. The employing unit is also responsible for following all relevant statutes, Plan policies, and Plan rules. If the contact information for the HBR or physical and/or mailing address changes, the employing unit is responsible for notifying the State Health Plan of these changes immediately.

Employing units that request to join the Plan must do so in accordance with this policy. All requests by qualified employing units to join the Plan will be contingent on the completion of all steps of this policy to the Plan's satisfaction. The full policy can be found [here](#).

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## Did You Know...

### May is National Stroke Awareness Month

National Stroke Awareness Month raises awareness of the signs and symptoms of stroke and stresses the importance of quick action. According to the Centers for Disease Control and Prevention (CDC), [stroke](#) is the fifth-leading cause of death in the United States and is a major cause of serious disability.



A stroke is a medical emergency that occurs when blood supply to part of the brain becomes blocked or when a blood vessel in the brain bursts. In either case, parts of the brain can become damaged or die.

**Please share these signs of a stroke with your employees:**

- Sudden **numbness** or weakness in the face, arm, or leg, especially on one side of the body
- Sudden **confusion**, trouble speaking, or difficulty understanding speech
- Sudden **trouble seeing** in one or both eyes
- Sudden **trouble walking**, dizziness, loss of balance, or lack of coordination
- Sudden **severe headache** with no known cause

**If you think someone may be having a stroke, act F.A.S.T. and do the following simple test:**

- **F—Face:** Ask the person to smile. Does one side of the face droop?
- **A—Arms:** Ask the person to raise both arms. Does one arm drift downward?
- **S—Speech:** Ask the person to repeat a simple phrase. Is the speech slurred or strange?
- **T—Time:** If you see any of these signs, call 9-1-1 right away. Note the time symptoms first appeared and notify health care providers when they arrive.

**If you or someone else has any of these symptoms it is critical to call 9-1-1 immediately.** Patients who arrive at the emergency room within 3 hours of their first symptoms often have less disability and can increase their odds of survival compared to those who received delayed care. Learn more about [risk factors](#) that increase your chances of having a stroke and how to protect yourself and loved ones. By knowing the signs and symptoms of stroke, you can take quick action and perhaps save a life—maybe even your own.