

# Timeline for your SEBB Program benefits



Here's when you can expect to hear from us — and important upcoming dates — to enroll in School Employees Benefits Board (SEBB) Program benefits.

## JUNE

Watch your mailbox mid-month for *Intercom*, the SEBB Program newsletter.

## AUGUST

Get ready to enroll your dependents by rounding up verification documents. You can find a list of acceptable valid documents and other online resources in a postcard from us in August.

## SEPTEMBER

The *School Employee Initial Enrollment Guide* mails mid-month. Explore your benefit options, compare plans, see your monthly premiums, and check on plan availability in your area. You will also find this information at [hca.wa.gov/sebb-employee](https://hca.wa.gov/sebb-employee).

## OCTOBER

The SEBB Program's first annual open enrollment begins October 1. You must take action to enroll in or waive your benefits or you will be automatically enrolled as an employee-only in the default plans. Enroll through SEBB My Account, our online enrollment system. Paper enrollment forms will be available upon request.

You can also attend an in-person benefits fair, view the virtual (online) benefits fair, or use the online support tool, ALEX, to learn more about your benefits and plan choices.

## NOVEMBER

November 15 is the last day of open enrollment.

## DECEMBER

Spend down your Flexible Spending Arrangements (FSA) and/or dependent care accounts by December 31 to avoid tax penalties or losing funds when you enroll in these benefits through the SEBB Program for 2020 plan year.

## JANUARY 2020

SEBB Program coverage begins January 1.

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For more details on any of the above topics, visit [hca.wa.gov/sebb-employee](https://hca.wa.gov/sebb-employee).