

RISK MANAGEMENT NEWS

Lubbock ISD— Risk Management Newsletter

In this issue:

- Annual Enrollment for 2023 Benefits
- Health Plans for 2023
- Risk Management Department Information
- Workers' Compensation—Employee Injuries at Work
- Claims Processing Reminder

ANNUAL ENROLLMENT FOR 2023 BENEFITS

- ◆ Open enrollment BEGINS TODAY through October 31. If you elected benefits in 2022 and would like to continue benefits in 2023, **you MUST RE-ENROLL through the FFenroll program.** *Failure to re-enroll will result in no benefits—please re-enroll.*
- ◆ **New employees must also re-enroll for 2023 benefits even if you just enrolled for 2022 benefits.** *Failure to re-enroll will result in no benefits—please re-enroll.*
- ◆ **To self-enroll through the online portal:** Go to the Lubbock ISD website and login as an employee, then go to Lubbock ISD Risk Management webpage, and then click on Benefits Enrollment (FFenroll) link. Follow the instructions thereafter. You may also meet with a representative with First Financial or call 1-855-765-4473/leave message.
- ◆ Your PIN # is the last 4 digits of your social security number and last 2 numbers of your birth year.

Health Plans for 2023

- **Eligible District employees (full time employees) will again have four different health plans to choose from at open enrollment in October for their 2023 benefits.**
- **Some of the plans have changed regarding deductibles or premiums; all of the plans' names have changed slightly also (now Basic HMO, Basic PPO, Plus HMO, and Premier PPO).**
- **There are no changes District-wide to employee only and employee plus children premiums (with the exception of the Premier PPO (a/k/a Silver PPO previously) insurance plan).**
- **We are pleased to continue the Zero-Copay Clinics for Health Plan Members along with Zero-Copay/Low-Copay Prescriptions also.**

Risk Management Department:

- Lisa Thompson, Executive Director—extension 0235
- Vaun Murphrey, Benefits Specialist—extension 0283
- Lucinda Lucero, Clerk—extension 0280
- Jamie Flores, Executive Secretary —extension 0282
- Linda Rosebeary, FFenroll Assistance—Clerk—extension 0281

WORKERS' COMPENSATION—EMPLOYEE INJURIES AT WORK

As a reminder, please note the following:

- ⇒ *All work-related injuries are to be reported immediately to Risk Management—219-0280*
- ⇒ *Injured staff are to also notify the principal and/or supervisor in charge (regarding the work-related injury)*
- ⇒ *You may allow the school nurse to assess the situation when possible but you must always notify Risk Management (219-0280) and your supervisor immediately*
- ⇒ *The Risk Management Office will assist you with seeking medical attention as soon as possible—due to changes in the workers' compensation laws, many doctors and facilities do not take these types of cases, and we can assist you with receiving care/treatment as necessary*
- ⇒ *Should you be taken off of work due to a work-related injury, please notify Risk Management immediately*
- ⇒ *Should your work-related injury require surgery and/or any type of extended leave, please notify Risk Management immediately*
- ⇒ *Of course, if a life threatening situation occurs, please call for emergency assistance*

Claims Processing Reminder:

Dental Claims go to: Lucinda.Lucero@LubbockISD.org

*****2022 DENTAL CLAIMS MUST BE SUBMITTED NO LATER THAN JANUARY 20, 2023 FOR REIMBURSEMENT—NO EXCEPTIONS*****

Living Better Diabetes & Bronze Maternity Reimbursement Claims go to: Vaun.Murphrey@LubbockISD.org

Gym Reimbursement Claims & Hospital Income Plan Claims go to: Jamie.Flores@LubbockISD.org

All claims processed within 30-days (for completed requests/forms)