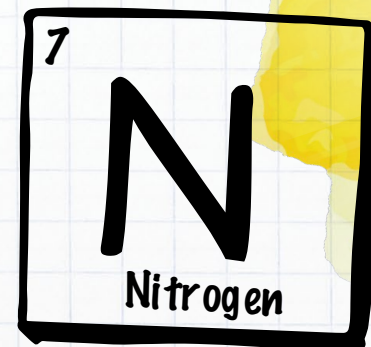
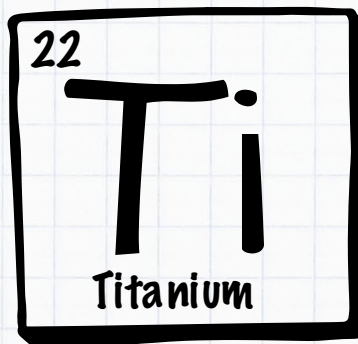
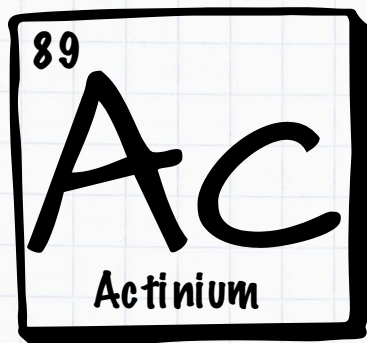




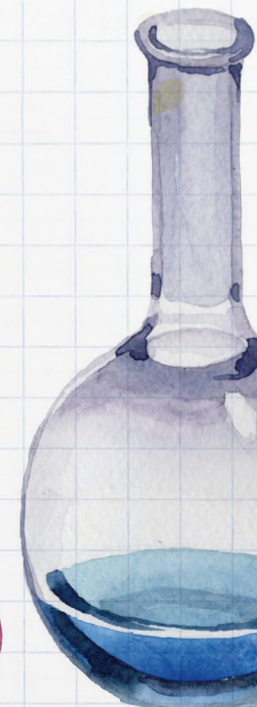
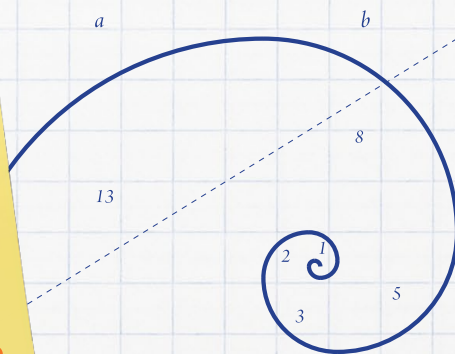
It's time to take



Don't miss out on the benefits you
and your loved ones need.

Open Enrollment
— Take ACTION!

October 10 –
November 1, 2023



Carefully review this mailer to see what's changing for 2024, then make your elections during the Open Enrollment period, **October 10 – November 1**. Your elections will go into effect on January 1, 2024.

2024

Your Action Plan

1 Learn more about your 2024 benefits.

Scan the QR code or visit hr.caltech.edu/open-enrollment (Campus) or hr.jpl.nasa.gov/benefits-open-enrollment-one-stop-shop/ (JPL) to learn about your Institute benefits and upcoming Open Enrollment events.



2 Submit your 2024 elections between October 10 and November 1.

Important: If you add new dependent(s) during Open Enrollment, you must submit supporting documentation, such as a marriage and/or birth certificate to support your dependents' eligibility and relationship to you. **If you do not upload the required document(s) during Open Enrollment, your new dependent(s) will not be covered under the Institute plans in 2024.**


Campus Benefits Office

To enroll, go to [MyBenefits.caltech.edu](https://mybenefits.caltech.edu) or click on **MyBenefits** in access.caltech.edu.

Questions?

Send an email to hrbenefits@caltech.edu or call (626) 395-6443.

JPL Benefits Office

Go to **JPL Space** and select 

Questions?

Submit an AskHR inquiry at servicenow.jpl.nasa.gov/hrportal or call (818) 354-4447.

3 Certify your current dependents during Open Enrollment.

Each year you must certify your current dependent(s) are still eligible for coverage under the Institute plans. **If you don't take action, their medical, dental, and/or vision coverage will end on December 31, 2023.**

4 Re-enroll in your Health Flexible Spending Account (HFSA), Dependent Day Care Flexible Spending Account (DCFSA), and/or Health Savings Account (HSA) for 2024.

If you wish to participate in the HFSA and/or DCFSA plan(s) in 2024, you must make new election(s) during Open Enrollment or within 31 days of a Qualified Life Event (QLE). **If you do not re-enroll in the HFSA and/or DCFSA by November 1, your participation in these accounts will end on December 31, 2023.**

- If you wish to participate in the HSA, and are eligible to do so, you can make HSA contribution elections during Open Enrollment or anytime via MyBenefits (Campus) or Workday (JPL).

5 Review and update your beneficiary information for:

- **Life insurance and Personal Accident Insurance (PAI)** in MyBenefits (Campus) or Workday (JPL).
- **Retirement plan(s)** on the TIAA website, which can be accessed through MyBenefits (Campus) or Workday (JPL).

What's Changing for 2024

Medical

Annual Deductible Changes

Anthem High Deductible Health Plan (HDHP) PPO 3200 (formerly called Anthem HDHP PPO 3000):

- The employee only coverage annual deductible is increasing from \$3,000 to \$3,200.
- The family coverage (employee + 1 or more dependents) annual deductible is increasing from \$6,000 to \$6,400.

Note: These deductible increases are due to IRS requirements for the 2024 plan year.

Monthly Premium Changes

Premiums for all medical plans are changing.



| 2024 Medical Plan Deductibles and Premiums | | | | |
|--|---|--|------------|------------|
| | Anthem HDHP PPO 3200 (formerly the Anthem HDHP PPO 3000 plan) | Anthem HDHP PPO 1800 | Anthem HMO | Kaiser HMO |
| Annual Deductibles | | | | |
| | \$3,200 per person/ \$6,400 per family | \$1,800 for employee only coverage/\$3,600 for family coverage | N/A | N/A |
| Monthly Premiums | | | | |
| Employee Only | \$59 | \$165 | \$186 | \$152 |
| Employee + Spouse/ Domestic Partner | \$140 | \$395 | \$456 | \$369 |
| Employee + Child(ren) | \$123 | \$348 | \$394 | \$321 |
| Employee + Family | \$220 | \$623 | \$707 | \$574 |

What's Changing for 2024

Continued

FSA and HSA Limits

In 2024, you can contribute up to the following amounts:

- **HFSA** — \$3,050
- **DCFSA** — \$5,000 (\$2,500 if married and filing separately)
 - There will be a contribution limit of \$3,500 for Highly Compensated Employees (HCEs). In 2024, an HCE would be an employee who earned \$150,000 or more from Caltech/JPL in 2023 and an employee hired in 2024 with an anticipated annual 2024 salary of \$150,000 or more from Caltech/JPL. This is required by Section 129 of the IRS Code.
- **HSA**
 - Employee only HDHP coverage: \$4,150
 - Family HDHP coverage (employee +1 or more dependents): \$8,300

Note: Employees who are age 55 or over can contribute up to an additional \$1,000. If you are enrolled in any part of Medicare (e.g., Part A or B), IRS rules state you are not eligible to contribute to an HSA. This is a courtesy reminder — only you can determine if you meet the eligibility requirements.

Dental

In 2024, the Institute is offering a **new** Delta Dental PPO plan, in addition to the existing Delta Dental PPO plan:

- **The new plan will be titled Delta Dental PPO (Enhanced)** and will have a higher premium, but will also include a higher annual benefit maximum, higher in-network coverage for basic and major services, and more orthodontia coverage with a higher lifetime maximum that also includes adult coverage.
- **The existing PPO plan will be titled Delta Dental PPO (Standard)** and the monthly premium will slightly decrease for some coverage levels.

★ **Important!** If you fail to take action during Open Enrollment, your current Delta Dental enrollment will default to the Delta Dental PPO (Standard) Plan. You will not be able to make any changes to your enrollment until the next Open Enrollment period or if you experience a QLE.

Open Enrollment
Oct. 10 – Nov. 1, 2023



Don't Forget: Choose or update your coverage and certify your current dependents by November 1.

What's Changing for 2024

Continued

Life Insurance, Long-Term Disability (LTD), Short-Term Disability (STD), and Personal Accident Insurance (PAI)

Insurance Carrier Changes

The life, LTD, STD, and PAI carrier is changing from The Hartford to Unum.

Plan Enhancements

- **The basic life insurance benefit**, paid for by the Institute, will now be a flat \$50,000 per employee versus 1 x base annual salary up to a maximum of \$50,000.
- **Most supplemental life insurance premiums** will experience a modest premium decrease, based upon your election and coverage amounts. The MyBenefits and Workday systems will calculate the monthly premiums automatically.
- **The supplemental “buy-up” LTD monthly premium** will decrease slightly. The MyBenefits and Workday systems will calculate the monthly premium automatically.

One-Time Special Enrollment Opportunity!

Enroll in Supplemental Life, Supplemental Long-Term Disability (LTD) and Voluntary Short-Term Disability (VSTD) without Evidence of Insurability (EOI) during Open Enrollment.

The chart indicates when your election(s) for supplemental life, supplemental LTD and/or VSTD made during Open Enrollment are subject to EOI. An EOI is a medical questionnaire that you complete and submit to the carrier for review and approval. Your coverage and premium deductions will begin once the carrier approves your EOI.

During this Open Enrollment period **only**, consult the chart for information regarding this one-time special enrollment without EOI.

| 2024 Open Enrollment EOI Rules | | | | |
|------------------------------------|---|---|--|--|
| Plan | Not Currently Enrolled | Enrolled and Increase Current Coverage by One Level**** | Enrolled and Increase Current Coverage by up to Two Levels**** | Enrolled and Increase Current Coverage by Three or More Levels**** |
| Supplemental Employee Life* | No EOI required for new enrollments up to the lesser of 3x annual salary up to \$500K | No EOI Required | No EOI Required | EOI Required |
| Supplemental Spouse Life** | No EOI required for new enrollments up to \$200K | | | |
| Supplemental Child Life | No EOI Required | N/A | N/A | N/A |
| Supplemental LTD | No EOI Required | N/A | N/A | N/A |
| Voluntary Short-Term Disability*** | No EOI Required | N/A | N/A | N/A |

*The maximum coverage amount available under the plan is the lesser of 5x your annual salary or \$1,000,000.

**The maximum coverage amount available under the plan is the lesser of the total of your basic and supplemental employee life coverage amounts combined up to \$200,000.

***Eligible for VSTD if you work outside of CA, HI, NJ, NY or RI

****Level for employee supplemental life is 1x annual salary; for spouse supplemental life it equates to increases of \$10,000.

Annual Retirement Savings Checkup


Although you can make changes to your retirement plan elections during the year, Open Enrollment is a good time to review your retirement plans and make sure you're on track with saving for retirement. Consider the following:

- ☐ Start or increase your contributions to the Voluntary Retirement Plan on a pre-tax basis and/or on a Roth after-tax basis.
- ☐ Take advantage of the ability to set your contribution to the maximum allowed by the IRS* and not have to adjust your contribution when the limits change. Use the Maximum Amount feature when making your contribution election.
- ☐ Review or add your beneficiary(ies) to each of your retirement plan accounts.
- ☐ TIAA provides financial consulting services to Caltech and JPL employees. Meetings take place on the Caltech and JPL campuses every week, or you can schedule an appointment at the Pasadena TIAA Office. TIAA financial consulting services are available at no cost to you — this service is part of the Caltech Retirement Plans benefit.
 - The dedicated TIAA financial consultants are available to assist Caltech and JPL employees with enrollment, explaining plan details, discussing future goals, examining outside assets to help with holistic planning, and providing executable recommendations. You can schedule a session by visiting tiaa.org/schedulenow or by calling TIAA at (800) 732-8353.

**This limit may be reduced for some participants due to contributions received/made under the Caltech Base Retirement Plan.*

Benefit Resources and Contacts

| | |
|----------------|--|
| Go to | Campus: hr.caltech.edu/open-enrollment JPL: hr.jpl.nasa.gov/benefits-open-enrollment-one-stop-shop |
| To learn about | <ul style="list-style-type: none">• Premium costs and plan coverage details• Institute benefit programs and how to enroll• How to update your life insurance and retirement beneficiaries• How the Caltech/JPL dedicated Anthem Concierge can assist you• Contact information for the Benefits Offices, Anthem Concierge, and Carriers• ... and more! |

 **As a reminder**, the Benefits Office and Anthem Concierge are available by phone, email, and in-person appointments to help you with your benefit needs.

Save
the
Date!

Open Enrollment Events

| | Campus | JPL |
|--|--|--|
| 2024 Open Enrollment “What’s New” Webinar | | |
| When | Monday, October 9, 2023, at 12 p.m. PDT | Tuesday, October 10, 2023, at 1 p.m. PDT |
| To learn more | Go to: hr.caltech.edu/open-enrollment | Go to: hr.jpl.nasa.gov/benefits-open-enrollment-one-stop-shop |
| 2024 Benefits Fair and Flu Shot Clinic | | |
| When | Tuesday, October 10, 2023, from 8 a.m. to 3 p.m. PDT in person at Avery House | Wednesday, October 11, 2023, from 9 a.m. to 1 p.m. PDT in person on the mall |
| To learn more | Go to: hr.caltech.edu/open-enrollment | Go to: hr.jpl.nasa.gov/benefits-open-enrollment-one-stop-shop |

Choose or update your coverage and certify your current dependents by November 1.