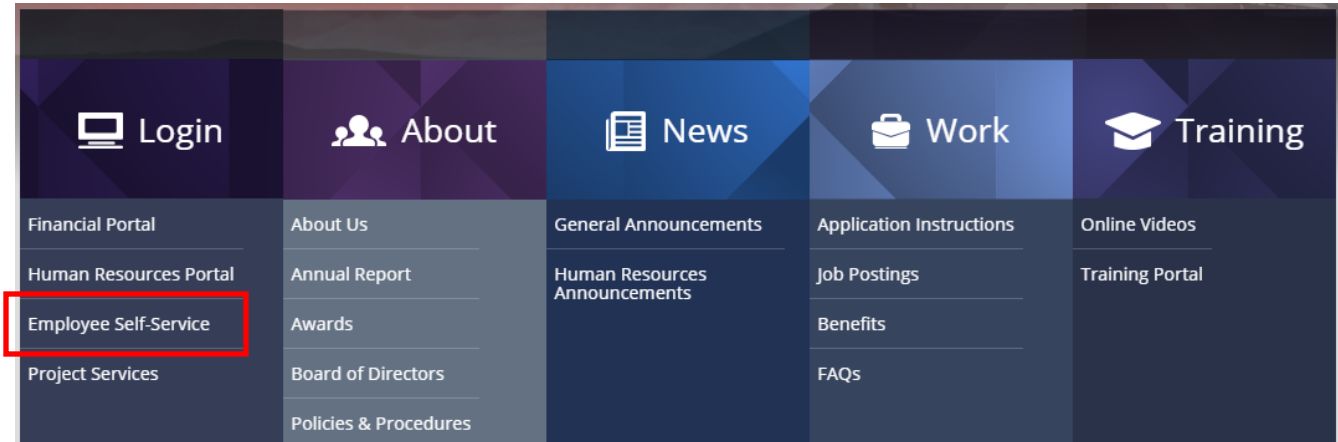




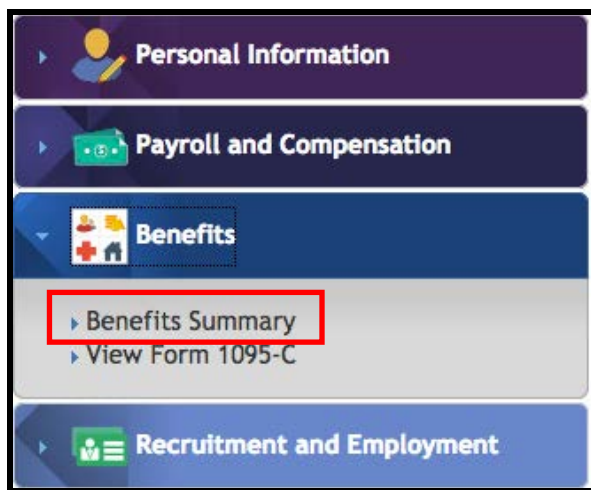
## Reviewing Your Enhanced Benefits Summary in Employee Self-Service (ESS) & Important Information about Open Enrollment

Please log in to ESS to view your current benefits.

1. To Access your ESS to review your Benefits Summary, go to [rcuh.com](http://rcuh.com) and click on Employee Self-Service under the Log-in section of the page.



2. If you forgot your User ID or Password? Click on the “Forget User ID/Password” link. You may also contact [RCUH\\_HRIS@rcuh.com](mailto:RCUH_HRIS@rcuh.com).
3. To view your current benefits on ESS, click on Benefits and then click Benefits Summary.



4. All Open enrollment forms and documents will be located in the Benefits Summary page under your current benefits table. **Benefits with an asterisk \* are benefit changes/enrollments can be only be made during the Open Enrollment Period. Mid-year changes can be made due to a qualifying event.**


**Benefits Summary**

Benefits Summary is only for regular-status employees who are 50% FTE and above. If you have any questions, please contact rcuh\_benefits@rcuh.com.

The benefits displayed below are current as of (April 16)

\*Benefits changes/enrollments can only be made during the Open Enrollment Period. Mid-year changes can be made due to a qualifying event.

Benefits Summary			
Type of Benefit	Plan Description	Employee Paid	Employer Paid
* <a href="#">Medical, Vision &amp; Drug PreTax</a>	HMSA - Comprehensive Medical	\$188.95 Per Month	\$283.43 Per Month
* <a href="#">Dental PreTax</a>	Hawaii Dental Service	\$14.12 Per Month	\$21.19 Per Month
* <a href="#">Flex Spending Health - U.S.</a>	Medical Expense Reimb.	\$ 15.00 Pay Period	
* <a href="#">Flex Spending Dependent Care</a>	Dependent Care Expense Reimb.	Waived	
<a href="#">Flex Spending Parking</a>	Parking Reimbursement	Waived	
<a href="#">Flex Spending Transit</a>	Transit Passes	Waived	
<a href="#">GRA (TIAA)</a>	Group Retirement Annuity		10% Ann. Income PP
<a href="#">SRA (TIAA)</a>	Tax Sheltered Annuity	2% Before Tax	
* <a href="#">Life and AD and D</a>	Group Life - Class 2 (\$600k)		Covered
<a href="#">Long-Term Disability</a>	Group LTD		Covered
<a href="#">Long-Term Care</a>	Group LTC		Covered
<a href="#">Vacation</a>	Vacation Plan B: 175.75 Hours		
<a href="#">Sick</a>	220.75 Hours		

**[Open Enrollment Information and Documents](#)** 

**Important Information about Open Enrollment (PLEASE READ ALL ITEMS BELOW):**

I would like to:	Action Needed
Keep my current medical and/or dental coverage.	<b>No action needed.</b> We have defaulted your current medical and/or dental coverages to remain “as is”.
Change my current medical and/or dental coverage.	Complete and submit the <b>RCUH Group Health Plan Enrollment form (OEB-5Ha)</b> .
Add dependents to my medical and/or dental coverage.	Complete and submit the <b>RCUH Group Health Plan Enrollment form (OEB-5Ha)</b> and include required documentation for dependent coverage. (i.e., birth certificate, adoption document, marriage certificate, etc.).
Cancel my medical and/or dental coverage.	Complete and submit the <b>RCUH Group Health Plan Enrollment form (OEB-5Ha)</b> and <b>RCUH Group Health Plan Waiver form (OEB-5Wb)</b> .
Continue waiving medical coverage.	Complete and submit the <b>RCUH Group Health Plan Waiver form (OEB-5Wb)</b> . <b>We must receive a new signed waiver for the plan year 2020-2021 if you waive medical coverage with RCUH.</b>
Continue my Healthcare or Dependent Care Flexible Spending Account.	Employees are required to re-enroll annually. Complete and submit the <b>RCUH Flexible Spending Enrollment &amp; Change Form (OEB-5F)</b> .
Reduction in Life Insurance Maximum Benefit Coverage.	Complete and submit the <b>RCUH Life Insurance Change Form (OEB-5L)</b> .
Enroll in Supplemental Long-Term Care Insurance.	Please email <a href="mailto:rcuh_benefits@rcuh.com">rcuh_benefits@rcuh.com</a> for more information.
<b>DEADLINE TO SUBMIT ALL FORMS</b>	Email to <a href="mailto:rcuh_benefits@rcuh.com">rcuh_benefits@rcuh.com</a> or Fax to 808-956-5022 by <b>May 15, 2020</b> .

Contact **RCUH Employee Benefits** for general inquiries on Open Enrollment, eligibility, and assistance with forms.

Phone: (808) 956-2326 or (808) 956-3100  
 Email: [rcuh\\_benefits@rcuh.com](mailto:rcuh_benefits@rcuh.com)

Contact **RCUH HR Information Systems** if you are having difficulty logging in to ESS.

Phone: (808) 956-8376 or (808) 956-5799  
 Email: [rcuh\\_hris@rcuh.com](mailto:rcuh_hris@rcuh.com)

Contact carriers (i.e., HMSA, Kaiser, HDS, NBS, etc.) directly with any specific coverage inquiries or for assistance on current claims.