

Open Enrollment (OE) FAQs

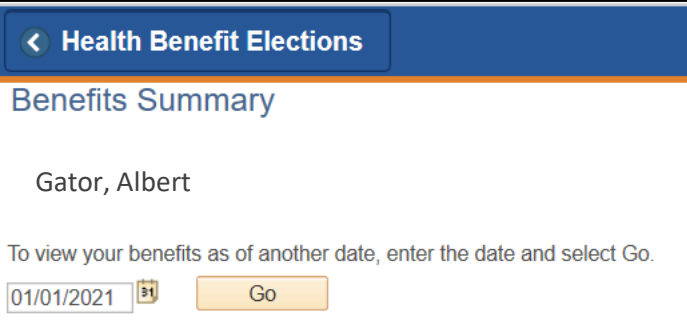
I am a current GatorGradCare participant. Do I need to do anything during open enrollment? Do I need to re-enroll?

Current participants do NOT need to re-enroll in GatorGradCare during OE. Your current coverage continues automatically for the next plan year.

You only need to take action during open enrollment *if you want to make a change* to plan coverage to add/remove dependents, or cancel plan coverage.

How can I find out if I am enrolled in GatorGradCare?

Visit ***my.ufl.edu*** and enter your Gatorlink username and password. After you log in, use the following navigation: *Main Menu > My Self Service > Benefits > Benefits Summary*. (Please note that you may need to change the view date on the Benefits Summary to view future-dated benefits elections.)




Health Benefit Elections

Benefits Summary

Gator, Albert

To view your benefits as of another date, enter the date and select Go.

01/01/2021  Go

I'm not currently enrolled in GatorGradCare, but I would like to enroll during the OE period. What do I need to do?

You may enroll during OE using the instructions found online [here](#). *Please carefully review your election before submitting since elections are final, once submitted.*

If you are including your dependent(s), you will need to send dependent documentation to the GA Benefits Office at gabenefits@hr.ufl.edu.

I want to add or remove dependents, or terminate GatorGradCare coverage during OE. What do I need to do?

You may add/remove dependents or terminate your coverage during the OE period. Elections made during OE are effective January 1st. Instructions for enrolling through the myUFL enrollment portal are found [here](#). *Please carefully review your election before submitting since elections are final, once submitted.*

If you add dependents during OE, you must submit dependent documentation to the GA Benefits Office at gabenefits@hr.ufl.edu.

Please note: *If your dependents are currently on the plan, their coverage continues automatically for the next plan year. You do not need to re-enroll them during OE.*

I recently got married/had a baby/or had another qualifying status change (QSC) event and need to make a change to my benefits election. What should I do?

Contact the [UFHR GA Benefits Office](#) within 60 days of the qualifying status change event. Documentation of the qualifying event, and applicable dependent documentation, is required.

The GA Benefits Office must prepare the enrollment portal based on your QSC event. *Do not submit the QSC change through the open enrollment portal event, unless the change effective date is January 1st.*

I am adding dependent coverage to my GatorGradCare plan during OE. What do I need to know?

1. ***You will need to include your dependent's Social Security Number on the enrollment.*** Do not enter a false SSN or your SSN to bypass the requirement. If your dependent does not have a SSN, please [contact the GA Benefits Office](#) for assistance with adding them.
2. ***Dependent documentation is required and must be submitted to the GA Benefits Office.*** The following are acceptable as documentation:

Dependent Type	Documentation Required*
Legal Spouse	Official marriage certificate
Child	Official birth certificate or court order
Domestic Partner	Affidavit of Domestic Partnership (notarized) and supporting documents as noted on DP Agreement

* If the documents are not in English, you will also need to include a notarized translation.

Once you submit your OE election with dependent coverage, email your dependent documentation to gabenefits@hr.ufl.edu. *(Do not include social security numbers on documents sent by email.)*

I have questions about my plan coverage OR I need help locating a plan provider. Where can I find information and/or who can help with this?

The [GatorCare website](#) has details on plan coverage and information on network providers. You can also reach out to our GatorCare on-site service representative, Kristie Reeves, by calling (352) 594-3354 or emailing kristie.reeves@bcbsfl.com.

I have questions or need help with open enrollment/a qualifying status change/benefits eligibility/the enrollment portal. Where can I find more information?

The [UFHR Benefits website](#) has a great deal of helpful information. If you need assistance or have questions, please contact the GA Benefits Office by emailing gabenefits@hr.ufl.edu or by calling (352) 392-0003.