



Enrollment

Insurance Orientation and Education
2025

Serving those who serve South Carolina

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Know your choices

Health plan

- Standard Plan.
- Savings Plan.
- TRICARE Supplement Plan.

Dental plan

- Dental Plus.
- Basic Dental.

Vision

- State Vision Plan.

Life insurance

- Optional Life.
- Dependent Life-Spouse.
- Dependent Life-Child.

Supplemental Long Term Disability

- 90-day benefit waiting period.
- 180-day benefit waiting period.

MoneyPlus

- Pretax Group Insurance Premium feature.
- Medical Spending Account.
- Limited-use Medical Spending Account.
- Dependent Care Spending Account.

Health Savings Accounts

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Benefits enrollment

- Within 31 days of:
 - Hire date;
 - Special eligibility situation, such as marriage, childbirth, adoption or loss of other coverage*; or
 - New employer participation.
- Your employer will initiate the enrollment process using your email address.
- Make your elections online by following the instructions in the email you receive from PEBA.
 - [View the Insurance Enrollment Guide for New Hires flyer.](#)
- Your benefits administrator also can assist you.
- You must provide Social Security numbers and supporting documentation to add eligible dependents to coverage.
- Transfers must coordinate their insurance enrollment with their new employer; you cannot make changes to existing coverage.

*For special eligibility situations, such as a loss of Medicaid or CHIP coverage or becoming eligible for Medicaid or CHIP premium assistance coverage, the enrollment deadline is 60 days.

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Open enrollment period

- October 1-31 each year.
- Make coverage changes for following year.
- Review your current coverage.
- Review your life insurance beneficiaries and make any updates.
 - Provide phone numbers and email addresses for your beneficiaries.

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- If you are satisfied with your current elections, the only thing you need to do is reenroll in MoneyPlus flexible spending accounts.
- Dental changes can be made during open enrollment only in odd-numbered years.
- Log in to MyBenefits at mybenefits.sc.gov to make open enrollment changes.

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