



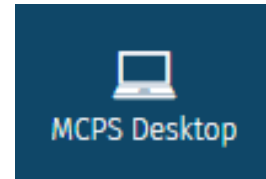
**Marion County
Public Schools**

*Developing Successful Citizens –
Every Student, Every Day*

2019 Employee Benefits Online Open Enrollment Guide

October 8, 2018 - November 9, 2018

Step 1: Visit www.marionschools.net to log into your MCPS Desktop Portal.



Step 2: Click on the **BENEFIT FOCUS** icon located on the home page.

- If using a computer outside of work - additional log in step required (enter work e-mail address and password)



Step 3: Select the red, “*click here*” button to view your benefits.



Step 4: Under the “*Benefits Snapshot*” section, select the benefit you are wishing to change.



Make sure this is selected!

- Medical
- Health FSA
- Dependent Care FSA
- Dental

Step 5: To add, delete, or change coverage, select “*Edit Coverage*”.



Step 6: Once you have made your first benefit change, select “*save and continue*” to advance to the next benefit.



Step 7: Repeat steps 5 and 6 until you have added, deleted, or made changes to all benefits. Once completed, select box “*I have reviewed the information above*” then select “*Complete Enrollment*”. Print employee summary report for your records.



2019 Benefits Overview

Florida Blue 
Health Insurance Benefits

ALL Plans →
(Plans 1, 2, 3, & 4)

**No benefit changes!
 No rate increase!**


Dental Insurance Benefits

Low Option
High Option
High w/ Ortho }

**No benefit changes!
 No rate increase!**

Humana
Vision Insurance Benefit

Vision Care Plan →

**No benefit changes!
 No rate increase!**


Life Insurance Benefit
New Carrier for 2019

Basic Life *(employer paid)* - 1.5 x Salary
Voluntary Life⁺ - Employee \$50,000
Dependent Life⁺ - Spouse \$10,000; Child \$10,000


Disability Insurance Benefit

Short Term Disability
(5 year plan)
Long Term Disability
(up to age 65) }

Rate Increase


Flexible Spending Account (FSA)
**must re-enroll each year*

Max. Contribution - \$2,650 per year
Roll Over Amount - \$500 per year

Max. Contribution Increase


Health Savings Account (HSA)
**must re-enroll each year*

Single Contribution - \$3,500
Family Contribution - \$7,000
55⁺ Catch Up Contribution - \$1,000

IRS Contribution Increase


Allstate
Cancer Insurance Benefit

Individual Policy
Family Policy }

**No benefit changes!
 No rate increase!**

⁺One time open enrollment for this benefit.