



## ***Los Angeles Unified School District***

### **BENEFITS ADMINISTRATION**

333 S. Beaudry Avenue, 28<sup>th</sup> Floor, Los Angeles, CA 90017

Phone: (213) 241-4262; Fax: (213) 241-4247; Web: [lausd.org/benefits](http://lausd.org/benefits)

**ALBERTO M. CARVALHO**  
*Superintendent*

**CHRIS MOUNT-BENITES**  
*Interim Chief Financial Officer*

**DAWN WATKINS**  
*Chief Risk Officer*

October 2024

The District's Annual Benefits Open Enrollment is now underway. The Open Enrollment period begins on Monday, October 28, 2024, and ends on Tuesday, November 19, 2024. This year, there are no changes to the existing health plans. If you would like to keep your current plans, no action is required as they will automatically continue. Any changes made during this period will take effect on January 1, 2025. This enrollment packet includes detailed information to help you with your plan selections.

### **HOW TO ENROLL OR CHANGE PLANS**

If you are enrolling or changing your plans for 2025, you have two options:

#### **Option 1: Call Benefits Administration at (213) 241-4262**

Our staff can take your plan changes over the phone Monday through Friday from 8:00 am – 5:00 pm PST (excluding Veteran's Day observed on Monday, November 11, 2024) throughout the Open Enrollment period.

#### **Option 2: Submit a 2025 Retiree Benefits Change Form**

Complete the enclosed 2025 Retiree Benefits Change Form and return it to Benefits Administration via mail, email, or fax. The form must be received by **November 19<sup>th</sup> @ 11:59 pm PST**. Please do not send this form if you do not have plan changes. If you take no action during Open Enrollment, your current medical, dental, and vision plans will be carried over for the 2025 plan year.

**Mail:** LAUSD - Benefits Administration  
P.O. Box 513307  
Los Angeles, CA 90051-1307

**Email:** [benefits@lausd.net](mailto:benefits@lausd.net)

**Fax:** 213-241-4247

### **CHANGING YOUR MEDICARE ADVANTAGE PLAN**

Federal regulations require that you enroll in only one Medicare plan if you are eligible for Medicare. Therefore, if you are currently enrolled in a Medicare Advantage plan and are making a change for the 2025 plan year, you must re-assign your Medicare to the new medical plan by December 31, 2024. Contact your new medical plan or Benefits Administration for more information.

### **DEPENDENT ELIGIBILITY REVIEW**

The District requires all retirees to verify their dependent eligibility. Please review the enclosed Benefits Election Worksheet and remove any ineligible dependents by completing the enclosed Dependent Cancellation form. Dependent eligibility criteria are specified on the form.

Visit: <http://lausd.org/benefits> for benefit information and forms  
Risk Management Department, Benefits Administration  
Mailing Address: P.O. Box 513307, Los Angeles, CA 90051-1307

**IMPORTANT INFORMATION REGARDING PROVIDER SELECTION**

Please note that elections to Health Net HMO, Health Net Seniority Plus, Anthem Blue Cross Select HMO, Western Dental DHMO, and DeltaCare® USA DHMO plans require the selection of a doctor, medical group, and/or dentist. If you change your medical or dental plan to any of the plans noted above during Open Enrollment, you must contact your plan after December 9, 2024, to select your doctor, medical group, and/or dentist. If you do not select a provider, the plan will automatically assign one for you.

To find additional information or publications related to your benefits, plans, and providers, visit our website [lausd.org/benefits](https://lausd.org/benefits). If you have any questions, please contact Benefits Administration at (213) 241-4262.