



WIREGRASS

GEORGIA TECHNICAL COLLEGE®

TO: New Full Time Employees
FR: Yolanda Hall, Assistant Director for Human Resources
SU: Health & Flexible Benefits Enrollment Information

On your first day of your first full month of FT employment your payroll records will be updated to reflect your full-time benefits eligible status. At that time, you can select your Health & Flexible benefits or decline enrollment if you so desire. Below is a list of helpful links and information to assist you. Please keep in mind that you have 30 days from the first day of employment to select your benefits. **However, enrollment not completed by the 15th of the month will be billed twice in the following month.**

To schedule a meeting with me or for any question or concerns, please call the Human Resources Office at (229) 333-5356 or email humanresources@wiregrass.edu.

	<u>FLEXIBLE BENEFITS</u>	<u>HEALTH BENEFITS</u>
	Flexible benefits are supplemental benefits such as dental, vision, life insurance, just to name a few. Flexible benefits are administered by GABreeze. For more information, please see below.	The Georgia Department of Community Health (DCH) and its State Health Benefit Plan Division serve as the state's administrator of health insurance coverage for state employees, teachers, school system employees and retirees who continued coverage (including annuitants and former employees on extended coverage), and covered dependents. For more information, please see below.
2025 RATES	https://team.georgia.gov/sites/default/files/2024-09/2025%20Flexible%20Benefits%20Rate%20Sheet.pdf	https://shbp.georgia.gov/active-rates
2025 INFORMATION BOOKLET	https://team.georgia.gov/sites/default/files/2024-10/2025-Flexible-Benefits-Guide.pdf	https://shbp.georgia.gov/document/document/shbp-2025-active-member-decision-guide/download
TO ENROLL	https://leplb0510.upoint.alight.com/web/stateofgeorgia/login?forkPage=false Select: " Are you a New User? "	https://myshbpga.adp.com/shbp/ Use Registration Code: SHBP-GA
TO DECLINE	https://docs.google.com/document/d/1G8SmXAuqcqMv1ma8b2aLG4AfJxabjltOyWZ-BIE2Fx8/edit?usp=sharing	https://docs.google.com/document/d/1H9IP3pBg6dYSB9Ant5uXLZrqJHXGXkxu0BEhMv5qMnY/edit