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## Circular Letter

July 6, 2016

**TO: ALL PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT HEALTH BENEFITS OFFICERS AND ASSISTANT HEALTH BENEFITS OFFICERS**

**SUBJECT: ACCESS HEALTH PLAN STATEMENT AND 2016 OPEN ENROLLMENT INFORMATION ONLINE**

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### Purpose

The purpose of this Circular Letter (CL) is to inform you that the Final Subscriber Letter (FSL), regarding accessing customized Health Plan Statement (HPS) and 2016 Open Enrollment information online, will be sent to subscribers.

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### Background

An initial letter, provided in CL 600-009-16, was sent to all subscribers in March. This letter introduced the new customized HPS feature and availability of the 2016 Open Enrollment information online. In addition, it outlined the benefits of having a secure central location for health plan resources.

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### Online Information

The attached FSL will be sent to subscribers notifying them that their customized HPS and 2016 Open Enrollment information will be available online through my|CalPERS beginning **August 22, 2016**.

The letter will be mailed on July 18, 2016 to approximately half of all subscribers who did not opt to receive their HPS and 2016 Open Enrollment materials by mail. The other half of these subscribers will have the same letter mailed to them on July 25, 2016.

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### Mail Preference

Subscribers who opted to have their customized HPS and 2016 Open Enrollment information mailed to them will not receive the attached Final Subscriber Letter. Their HPS and Open Enrollment information will be mailed on August 22, 2016.

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### Questions

If you have any questions about this Circular Letter, please call our CalPERS Customer Contact Center at **(888) CalPERS** (or **888-225-7377**).

Carene Carolan, Chief  
Member Account Management Division

**Attachment:** Final Subscriber Letter