



## State of Louisiana

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## HUMAN RESOURCE MEMORANDUM NO. 01-028

April 6, 2001

**TO:** Lt. Governor, Secretary, Undersecretary, Assistant Secretaries, Deputy Assistant Secretaries, Program Managers

**FROM:** Mary F. Ginn  
Human Resources Director

**SUBJECT:** SEGBP Annual Enrollment/Meeting Schedule

*The Annual Enrollment period for the State Employees=Group Benefits Program (SEGBP) is May 1<sup>st</sup> through May 25<sup>th</sup>, 2001.*

During Annual Enrollment, program participants will have the opportunity to transfer, change, or cancel coverage and begin or end participation in the Flexible Benefits Plan. Members must sign change documents between May 1-25, and the changes become effective July 1, 2001. Scantron forms will again be used for annual enrollment. Human Resources will distribute these forms to plan members as soon as they are received from Group Benefits.

Group Benefits has scheduled meetings statewide during Annual Enrollment to explain the changes for the plan year 2001-2002. A complete Annual Enrollment meeting schedule is attached. Unless otherwise indicated, employees can attend any of the meetings, regardless of where they live or work. *There will be significant changes to the benefits program, and members are strongly encouraged to attend.*

Attachments

**NOTE: Information on the State Group Benefits Program, including the Summary of Benefits, Newsletter, HMOs, PPO Directory, Life Insurance, Frequently Asked Questions (FAQ), etc., is always available on their web site located at [www.groupbenefits.org](http://www.groupbenefits.org).**

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