

March 6, 2013

Dear State Employee,

The Ohio Department of Administrative Services (DAS) is announcing plans to deliver one month of pre-paid health benefits to certain state employees during the month of April, 2013. Based on our records as of March 6, 2013, you are eligible to receive the one month of pre-paid health benefits. For you and other employees in this group, this change will result in no health benefit deductions being collected in April for medical coverage; this will affect only those employees who had active medical benefits coverage in June 2009 and had no other breaks of service during which they would have received an extra month of coverage. Please review this letter carefully regarding this one-time change.

You may recall that in 2009, DAS shifted from deducting medical premiums one month in advance of coverage to deducting the current month's premiums for all participants in the state's medical plan. Since that time, DAS has managed two groups of employees: those who were covered by the state's medical plan in June 2009 and remained eligible for an extra month of coverage through their effective date of separation or break in service, and those who were not. By accelerating the delivery of the pre-paid health benefits, the state will no longer need to track these two separate groups of employees in order to determine health coverage end date. Effective April 1, 2013, health coverage will stop at the end of the month of separation for all employees.

Here's how this change will be reflected on your April 2013 pay statement(s). Usually you see a health care deduction on each pay statement for your current coverage; however, as a result of this change, you will not see any deductions reflected for the pay statement(s) received in April. **Although there will be no deduction reflected, your health care coverage will continue without interruption.** You can verify your continued coverage by reviewing your benefits summary by logging into myOhio.gov and navigating as follows:

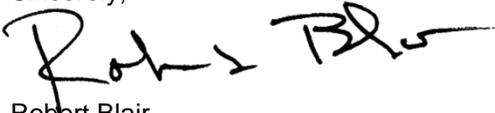
1. Click on the **Health and Benefits** tab in the top menu bar.
2. Click on the **Benefits Summary** link.

For questions about these changes, please see the attached Frequently Asked Questions (FAQs) or contact your agency benefits specialist. The FAQs will be updated as additional questions are asked. For new FAQs, please check the DAS Benefits Administration Web page at:

<http://www.das.ohio.gov/Divisions/HumanResources/BenefitsAdministration.aspx>.

Thank you for your dedication to public service with the State of Ohio.

Sincerely,



Robert Blair  
Director, Department of Administrative Services