

STATUS CHANGE MATRIX

Inactive to active in same plan year - July 1 through June 30. → ALL BENEFIT ELECTIONS IN EFFECT ON THE DATE COVERAGE ENDED WILL BE AUTOMATICALLY REINSTATED EFFECTIVE DATE OF REAPPOINTMENT EXCEPT FOR FLEXIBLE SPENDING ACCOUNT
 - **New election required via email**

Inactive to active in different plan year - July 1 through June 30 → ALL BENEFIT ELECTIONS WILL BE MADE IN CMU CHOICES AS A NEW HIRE WITHIN 30 DAYS OF THE DATE OF HIRE

Event <i>Note: multiple events may occur concurrently</i>		Notifications		Medical / Prescription Drug Coverage		Dental		Vision		Life Insurance - Employee and Dependent		Long-term Disability		Short-term Disability		Health FSA	Dependent Care FSA	Health Saving Account
From	To	Initial	Reminder	Current	Change Allowed*	Current	Change Allowed*	Current	Change Allowed*	Current	Change Allowed*	Current	Change Allowed*	Current	Change Allowed*	No Change	Change Allowed*	Change Allowed*
Full-time benefit contribution	Part-time benefit contribution (see contract or handbook for details on benefit contributions)	FPS or HR Technician	HR Technician for faculty change	No Coverage Enrolled	No Change Drop coverage^, drop dependents* or move from higher cost plan to lower cost plan*	No Coverage Enrolled	No Change Drop coverage^, drop dependents* or move from higher cost plan to lower cost plan*	No Change	No Change	Enrolled	Decrease Coverage*	No Change	No Change	No Change	No Change		Stop Contributions*	If all other eligibility criteria met, can start/continue HSA when electing a HDHP
Part-time benefit contribution	Full-time benefit contribution	FPS or HR Technician	HR Technician for faculty change	No Coverage Single Coverage Lower cost plan	Enroll* Add Dependents* Higher cost plan*	No Coverage Single Coverage Core Plan	Enroll* Add Dependents* Buy-up Plan*	No Change	No Change	Enrolled	Increase Coverage* - subject to underwriting approval	No Change	No Change	No Change	No Change		Start Contributions*	If all other eligibility criteria met, can start/continue HSA when electing a HDHP
Staff or medical faculty	Staff or medical faculty	HR Technician - Reclass only		No Change		No Change		No Change		Enrolled	Eligible for status change if university contribution increases/decreases.* See Life Insurance Book for details - subject to underwriting approval	No Change		No Change			No Change	If currently in an HDHP, employees can start or stop HSA contributions at any time during the plan year: July - June or Aug - May for 9/10 month faculty.
		Appointment - HR or FPS	HR Technician							Enrolled	Eligible for status change if university contribution increases/decreases.* See Life Insurance Book for details - subject to underwriting approval						No Change	
Fixed-term faculty	Staff or medical faculty	Appointment - HR or FPS	HR Technician	No Change		No Change		No Change		Enrolled	Eligible for status change if university contribution increases/decreases.* See Life Insurance Book for details - subject to underwriting approval	No Change		Not Eligible	Enroll* (50% or 67%)		No Change	
Staff or medical faculty	Fixed-term faculty	Appointment - FPS	HR Technician	No Change		No Change		No Change		Enrolled	Eligible for status change if university contribution increases/decreases.* See Life Insurance Book for details - subject to underwriting approval	No Change		Enrolled	Not Eligible		No Change	
Regular faculty	Staff, fixed-term or medical faculty	Appointment - HR or FPS	HR Technician	MESSA Coverage No Coverage	Default as of effective date of change.+ Eligible to drop/add dependents, elect Advantage HDHP/HSA or drop coverage* Default to No Coverage. 30 days to elect coverage*	No Change		No Change		Enrolled	No Change	No Change		No Change			No Change	If all other eligibility criteria met, can start/continue HSA when electing a HDHP
Staff, fixed-term or medical faculty	Regular faculty	Appointment - FPS	HR Technician	BCBS Coverage No Coverage	Default as of effective date of change.* Eligible to drop/add dependents, elect other MESSA plan or drop coverage* Default to No Coverage. 30 days to elect coverage*	Eligible	No Change	No Change		Enrolled	Increase Coverage* - subject to underwriting approval	No Change		Enrolled	No Change		No Change	If all other eligibility criteria met, can start/continue HSA when electing a HDHP
Postdoctoral Research Fellow	Staff, fixed-term or medical faculty	Appointment - HR or FPS	HR Technician	No Change		No Change		Not Eligible	Enroll*	Enrolled	Increase Coverage* - subject to underwriting approval	Not Eligible	Automatically Enrolled - premium fully covered by CMU	Not Eligible	Eligible to enroll*		No Change	If currently in an HDHP, employees can start or stop HSA contributions at any time during the plan year: July - June or Aug - May for 9/10 month faculty.
Staff, fixed-term or medical faculty	Postdoctoral Research Fellow	Appointment - FPS	HR Technician	No Change		No Change		Enrolled	Not Eligible	Enrolled	Decrease Coverage*	Enrolled	Not Eligible	Enrolled	Not Eligible		No Change	

*To make change(s) a completed status change request form must be received by the CMU Benefits & Wellness office within 30 calendar days of the new appointment date. The completed form may be returned via email (benefits@cmich.edu), fax (989-774-1058) or dropping off in Rowe 108.

Important note: **Changes are applied prospectively.**

^Must have medical/prescription coverage elsewhere

* Default to PPO2 or MESSA 200/400 plan at current level of coverage or applicable HDHP/HSA, if currently enrolled in HDHP. Eligible to drop/add dependents, elect Advantage HDHP/HSA or drop coverage*