



Pinellas County Benefits Enrollment

- You have 30 days from your date of hire to make your benefit elections in OPUS.
- Enroll in OPUS at <http://opus.pinellascounty.org>.
 - Your department will provide your OPUS username and password instructions.
 - Select *PIN Employee Self Service*, then *Benefits* and *Benefits Enrollment*.
- **Benefits become effective the first of the month after 30 days of service** (i.e. If you are hired on February 16, your benefits are effective on April 1.)
- Bi-weekly premium deductions are processed each pay date.
- **If you fail to make elections within the 30-day timeframe, you will have to wait until Annual Enrollment in the fall to make changes for coverage effective Jan. 1, 2021.**

OPUS is accessible 24 hours a day, and you can begin the process today.

Benefit Options

Health includes prescription, vision, behavioral/mental health, and the Employee Assistance Program (***UnitedHealthcare***)

- Point-of-Service (POS)
- Consumer Driven Health Plan (CDHP) with Health Savings Account (HSA)
 - Once you enroll in the CDHP you must open your HSA with Optum Bank to receive funding.
 - To contribute to your HSA using payroll deductions, log into OPUS and choose the links for Employee Self Service and HSA Participant Savings Account.
 - Your HSA must be opened before contributions will be approved.
- Opt Out (full-time employees only) – Select *Opt Out of Health* in OPUS and submit a notarized Opt Out Summary and Affidavit to receive a monthly stipend.

Dental (***Cigna***)

- PPO
- HMO

Flexible Spending Account (***WageWorks***)

- Healthcare
- Dependent Care

Life Insurance (***The Standard***)

Supplemental

- Up to 3x annual salary with no Evidence of Insurability (EOI)
- Maximum election: \$250,000 (must provide EOI)

Dependent

- \$20,000 spouse/\$10,000 child(ren)
- \$10,000 spouse/\$5,000 child(ren)

IMPORTANT:
Review the Benefits Handbook:
www.pinellascounty.org/hr/benefits-handbook



Please contact Human Resources for help:
400 South Fort Harrison Avenue, 1st Floor, Clearwater, FL 33756
Phone: (727) 464-4570 | email: employee.benefits@pinellascounty.org