



DENVER
THE MILE HIGH CITY

City and County of Denver Benefits

Please visit our website at www.denvergov.org/benefits for more information and forms. Employee Benefits Line: 720-913-5697.





Medical				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	Offered to all employees except temporary. Premiums are prorated for part-time employees. Enrollment is available during the first 30 days of new hire period, within 30 days of a Life Event, or during open enrollment. Enroll through the CSA Benefits Unit.	For new employees, effective the first of the month following the date of hire. For existing employees, January 1 following open enrollment or first month following a life event. Deductions are taken the first two (2) pay checks of each month.	Generic Enrollment Form	www.aetna.com Group# US365149 Customer Service phone # (877) 385-5160
				www.kaiserpermanente.org Group#0075 Customer Service# (303) 338-3800 or (303) 338-4545
				www.denverhealth.org 777 Bannock Street Denver, Co 80204 Customer Service phone # (720) 956-2100 or (800) 700-8140
Dental				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	Offered to all employees except temporary. Premiums are prorated for part-time employees. Enrollment is available during the first 30 days of new hire period, within 30 days of a Life Event, or during open enrollment. Enroll through the CSA Benefits Unit.	For new employees, effective the first of the month following the date of hire. For existing employees, January 1 following open enrollment or first month following a life event. Deductions are taken the first two (2) pay checks of each month.	Generic Enrollment Form	www.deltadentalco.com EPO Group #: 6791 DPO High Group#: 6793 DPO Low Group#: 6026 Customer Service phone # (800) 610-0201
Vision				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	Offered to all employees except temporary. Premiums are prorated for part-time employees. Enrollment is available during the first 30 days of new hire period, within 30 days of a Life Event, or during open enrollment. Enroll through the CSA Benefit Unit.	For new employees, effective the first of the month following the date of hire. For existing employees, January 1 following open enrollment or first month following a life event. Deductions are taken the pay check of each month	Generic Enrollment Form	www.superiorvision.com Customer Service phone # (800) 507-3800
Flex Cash Medical & Dependent Care				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	Offered to all employees except temporary. Premiums are prorated for part-time employees. Enrollment is available during the first 30 days of new hire period, within 30 days of a Life Event, or during open enrollment. Enroll through the CSA Benefit Unit.	For new employees, effective the first of the month following the date of hire. For existing employees, January 1 following open enrollment or first month following a life event. Deductions are taken the first two (2) pay checks of each month	Generic Enrollment Form	www.discoverybenefits.com Phone: 1(866) 451-3399 Option 1
Qualified Parking				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	All employees except temporary. Pre-tax deductions for monthly parking expenses. Enrollment is available anytime through the CSA Benefit Unit.	Deductions are taken the first pay period following enroll date.	Generic Enrollment Form	www.discoverybenefits.com Phone: 1(866) 451-3399



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Long Term Disability				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	All employees except temporary. No enrollment required, enrollment automatic upon hire. Provides up to 60% of monthly salary after 180 days of disability.	Effective on the date of hire. Fully City-funded.	None required	www.standard.com Customer Service phone # (800) 759-8702
Short Term Disability				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	Offered to all employees except temporary. Premiums paid through payroll deduction. Provides up to 70% of salary for up to 26 weeks of disability. Enroll through the CSA Benefit Unit.	For new employees, effective the first of the month following the date of hire. For existing employees, January 1 following open enrollment or first month following a life event. Deductions are taken the first pay check of each month.	Generic Enrollment Form	www.standard.com Customer Service phone # (800) 759-8702
Basic Life				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	All employees except temporary. No enrollment required, enrollment automatic upon hire. City-paid term life insurance 2 x annual salary to a maximum of \$100,000 (amount prorated for part-time employees).	Effective on the date of hire. Fully City-funded.	•Basic Life Beneficiary Designation & Change Form	www.standard.com Customer Service phone # (800) 759-8702
Additional Group Life/AD&D				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	Offered to all employees except temporary. Premiums paid through payroll deduction. Additional group life/AD&D offered for purchase by the employee for the employee and their spouse in \$1000 increments up to \$300,000 maximum coverage level. Enroll through the CSA Benefits Unit.	For new employees, effective the first of the month following the date of hire. Additional group life/AD&D deductions are taken the second pay check of each month. Guarantee issue of \$100,000 for new hires. A medical history statement is required for any requested amount outside of 30-day new hire period.	<ul style="list-style-type: none"> • Additional Life/AD&D Enrollment & Change Form • Medical History Statement 	www.standard.com Customer Service phone # (800) 759-8702



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Pension				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
 <p>Denver Employees Retirement Plan</p>	No enrollment required, enrollment is automatic upon hire. Career status employees are vested after 5 years.	Mandatory City contribution 8.5% of employee's gross salary, employee contributes 2.5%. Deductions are taken every pay check (26 total in the year).	Employees are required to complete a Beneficiary Designation form provided by DERP.	www.derp.org (Retirement) Customer Service (303) 839-5419
Deferred Comp (457)				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	Offered to all employees. Enrollment is available anytime through the CSA Benefits Unit.	Deductions will begin the first pay period following enroll date. Maximum annual deferral for employees under 50 is \$16,500. Maximum annual deferral for employees over 50 is \$22,000. Catch-up is \$33,000.	ICMA 457 Employee Enrollment/Change Form	www.icmarc.org Customer Service Group#304105 (800) 669-7400
			Cooney Participation/Change Agreement	www.thehartford.com Cooney & Associates Customer Service (303) 388-0854
Bus Pass Program				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	Offered to all employees. Enrollment is available anytime through the CSA Benefit Unit.	Forms need to be submitted by the first day of the month prior to expected start date. Deductions are taken the second pay check of each month.	2009 ValuePass Deduction Authorization	www.rtd-denver.com Customer Service Phone# (303) 299-6000
Legal				
Provider	Eligibility & Enrollment	Effective Dates & Deductions	Forms	Website
	Offered to all employees except temporary. Enrollment is available during the first 30 days of new hire period or during open enrollment. Enroll through the CSA Benefits Unit.	For new employees, effective the first of the month following the date of hire. For existing employees, January 1 following open enrollment or first month following a life event. Deductions are taken the second pay check of each month.	Hyatt Enrollment Form	www.legalplans.com Website Password 100010 Customer Care Center (800) 821-6400