



Office of Employee Benefits
Department of Administration
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employeebenefits.ri.gov

Important Information About Your State of Rhode Island Employee Benefits

Open and read to discover how you can:

- Get complete information about your benefits as a State of Rhode Island employee
- Choose the best benefits for yourself and your family
- Enroll in your employee benefits
- And much more!

Greetings New Employee

Do not discard! Important information inside!

Greetings New Employee!



Your Benefits Journey Starts Here

Visit the State's virtual benefits fair. It's a dedicated benefits website that features videos and other materials, customized for State employees. There, you can also access decision tools, brochures, and other helpful details about the plans and programs the State offers. Visit exploreemployeebenefits.ri.gov.

Scan the QR code to the left to go directly to the Employee Benefits Enrollment Checklist. The Checklist will walk you through six easy steps for finding out everything you need to know about your benefits, completing your benefits enrollment, and what to do next.

Can't scan the QR code? No worries! Just visit the Office of Employee Benefits website at employeebenefits.ri.gov, choose the **Benefit Programs** drop-down menu, and select **New Employees**. You'll find a link to the Checklist and the virtual benefits fair, as well as other useful information specifically for new employees like you, including helpful links, carrier materials, and videos.



Employee Benefits
Enrollment Checklist



Your Benefits Journey Begins Here

As a State of Rhode Island employee, you are eligible for a robust program of benefits that offers you a wide range of protections. From safeguarding your physical health to helping you maintain your financial wellness, your employee benefits are there to offer support for your and your family's needs—*now and into the future.*



Your State benefits program includes:

- Medical, prescription drug, dental, and vision coverage
- Tax-advantaged accounts, including a health care flexible spending account (FSA), a health savings account (HSA), and a dependent care spending account (DCSA)
- Life insurance
- Legal assistance plan
- Short-term disability insurance
- Retirement income, including pension* and 457 plans
- CollegeBound Saver 529 plan

Don't Delay. Start Your Benefits Journey Today.

The State of Rhode Island provides a variety of resources that can help you better understand your benefits. That includes information about how to compare the different plans available to you, how to enroll, and how to best use your benefits when you and your family are enrolled.

You have 31 days from your date of hire to enroll for your employee benefits.

If you don't, you will not have any State health coverage, and you will not receive any medical waiver opt-out payment. Therefore, it's very important that you review your benefits options right away and make your decisions within your new hire election period. Once you're enrolled, your coverage is effective as of your date of hire.

If you miss your enrollment window, you'll have to wait until the next open enrollment period to choose coverage for yourself and your family (unless you experience a qualifying status change, as described on the benefits website).

Still Have Questions?

We're here to help! If you need more information, visit the Office of Employee Benefits website at employeebenefits.ri.gov, or give us a call at **401-574-8530**. We're available Monday through Friday, 8:30 a.m. to 4 p.m.

* The State of Rhode Island hybrid retirement plan is administered under the Office of the General Treasurer and the Employees' Retirement System of Rhode Island (ERSRI).

Welcome to the State of Rhode Island! We're glad you're here!