



California Public Employees' Retirement System  
P.O. Box 942714  
Sacramento, CA 94229-2714  
**(888) CalPERS** (or **888-225-7377**)  
TTY: (877) 249-7442  
[www.calpers.ca.gov](http://www.calpers.ca.gov)

Reference No.:  
Circular Letter No.: 600-022-12  
Distribution: **IV VI VII**  
Special:

# Circular Letter

July 24, 2012

**TO: ALL PEMHCA HEALTH BENEFITS OFFICERS AND ASSISTANT HEALTH BENEFITS OFFICERS**

**SUBJECT: VIDEO: PRESENTING THE 2013 CALPERS HEALTH PLANS**

---

## **2012 Open Enrollment Video**

CalPERS is pleased to offer a video as an alternative to hosting an onsite health fair during the 2012 Open Enrollment Period.

*Presenting the 2013 CalPERS Health Plans* provides employees, retirees, and their dependents information from expert representatives of each of the CalPERS health plans. Also included with this on-demand video are downloadable materials regarding the 2013 health plans.

---

## **Why Offer a Video Alternative?**

This video alternative to onsite health fairs gives participants a convenient opportunity to learn about the various 2013 health plan benefits updates.

Advantages of a video include:

- 24/7 access to health plan information and choices available
  - Consistent information to all members
  - Access to information regardless of employee work schedules
  - Expanded access to family members involved in choosing the family's health plan
  - Opportunity for agencies that have limited space or resources to host onsite fairs
  - Convenient links to related health plan websites such as *Find a Provider* tools for in-network physicians and hospitals, *Find a Pharmacy* tool for in-network pharmacies, and pharmaceutical formulary databases
- 

*Continued on next page*

**2012 Open Enrollment Onsite Health Fairs**

CalPERS Health Plan Partners will participate in a limited number of onsite Open Enrollment health fairs this year. Consider the following to determine if an onsite health fair is right for your agency:

- If your agency hosted an onsite health fair last year, was it well attended?
  - What methods could you use to increase attendance at your health fair?
  - If your agency does not require mandatory attendance by employees, what percentage of your employees would be able to attend a two-hour health fair on a specified day?
  - Do your employees have access to computers and the Internet to obtain information about health benefits?
  - How does the Open Enrollment Period of September 10 – October 5, 2012, impact your resources such as facility space, budget, or staffing?
  - Does your agency have staff resources available to coordinate and promote an onsite health fair?
- 

**Scheduling an Onsite Health Fair**

If your agency wants to request an onsite health fair, follow these instructions:

1. Send an email to the CalPERS Health Fair Registration mailbox at [health\\_fair\\_registration@calpers.ca.gov](mailto:health_fair_registration@calpers.ca.gov).
2. You will receive a link to an online form that you must complete.
3. Once you submit the form, your information will be sent to the Health Plan Partners.

If your request for an onsite health fair is approved, the Health Plan Partners will coordinate directly with your agency contact regarding scheduling and logistics.

---

**No Gift Policy**

To comply with CalPERS guidelines, no gifts (such as pens, bags, cups, clothing, food, etc.), prizes for raffles or drawings, game prizes, or giveaways under any guise are to be distributed at:

- Any health fairs or Open Enrollment functions from June 13, 2012, through October 16, 2012.
- Any health fair for the sole purpose of initial enrollment, regardless of date.

Furthermore, any literature provided to members at these two types of events must be limited to educational information about the health plans.

---

---

**Important Dates**

Video: <i>Presenting the 2013 CalPERS Health Plans</i> available on CalPERS On-Line	Early September 2012
Send an email to the CalPERS Health Fair Registration mailbox at <a href="mailto:health_fair_registration@calpers.ca.gov">health_fair_registration@calpers.ca.gov</a>	Before August 3, 2012
Onsite health fair calendar	September 5 – October 5, 2012
2012 Open Enrollment Period	September 10 – October 5, 2012

---

**Easy Access to the Video**

We are excited to provide a video as a health fair alternative and anticipate that most agencies will fully use this option. This is a convenient method for all members – active or retired, in urban or rural areas, from home or office – to learn about the unique features of each health plan.

Employers and members will be able to access the video by visiting CalPERS On-Line. In early September, members can go to [www.calpers.ca.gov](http://www.calpers.ca.gov) and select “View Videos & Web Events” under the “Online Services” section. Next, select “Videos,” then “Health Benefits” to find *Presenting the 2013 CalPERS Health Plans*.

Links to the video will also be available on CalPERS social media channels: [www.facebook.com/mycalpers](http://www.facebook.com/mycalpers) and [www.twitter.com/CalPERS](http://www.twitter.com/CalPERS). You can also find the video on our YouTube channel at [www.youtube.com/calpersnetwork](http://www.youtube.com/calpersnetwork).

---

**Questions**

If you have any questions about this Circular Letter, please contact the CalPERS Customer Contact Center at **888 CalPERS** (or **888-225-7377**).

---

KAREN De FRANK, Chief  
Customer Account Services Division