



Dear Annuitant:

Pennsylvania's State System of Higher Education Annuitant Health Care Program (AHCP) **Open Enrollment period is May 16 through June 3, 2016**. This Open Enrollment period is for your coverage effective July 1, 2016, through June 30, 2017.

**Important Notes Regarding Open Enrollment**

- **If you do not require any changes to your coverage you do not need to contact the AHCP office. In the past, a number of annuitants have called to confirm that no action is required to continue their current coverage. It is not necessary to contact us to continue your current benefits.**
- **If you require a change to your coverage (such as adding/removing dependents or canceling coverage), you should contact the AHCP office. After Open Enrollment, you will not be able to add/remove dependents or cancel coverage unless you have a qualifying life event.**
- Requests to change your current coverage must be received in the AHCP office no later than June 3, 2016 and must include the required forms and documentation.
- Changes to your coverage will be effective on July 1, 2016.

The required forms and information regarding additional necessary documentation are available on the Annuitant website at [www.passhe.edu/ahcp](http://www.passhe.edu/ahcp). If you are unable to visit the website, please contact this office directly (contact information below).

Forms may be submitted to this office via email at [RetireeBenefitHelp@passhe.edu](mailto:RetireeBenefitHelp@passhe.edu), fax at 717-720-4013, or U.S. mail at:

Pennsylvania's State System of Higher Education  
AHCP Benefits  
2986 North Second Street  
Harrisburg, PA 17110

If you have any questions, please contact this office at [RetireeBenefitHelp@passhe.edu](mailto:RetireeBenefitHelp@passhe.edu) or 717-720-4153.

Please click [here](#) to view the Medicare Part D Notice of Creditable Coverage.

Sincerely,

Karra A. Garland  
Annuitant Health Care Program Administrator