



Sequoia Union High School District
Human Resources

FREQUENTLY ASKED QUESTIONS RELATED TO BENEFITS

Q: How do I handle a Workers' Compensation claim (certificated/classified)?

1. The Workers' Comp packet should be given to the injured employee by the site administrator.
2. The employee must complete the forms and return them to the site administrator for signature.
3. The site administrator completes and signs the employer's report.
4. Turn in completed paperwork to the Human Resources Department at the District Office.

Q: Are there any tax deferred plans in the District?

A: Yes, the District offers Section 125 plans to all employees. Section 125 plans also offer dependent care coverage, Medicare reimbursements, life insurance, etc.

Q: How do employees enroll in or change health plans?

A: New hires enroll at the time of employment. All changes must be requested during the open enrollment period which is the month of September through mid October for a January 1st effective date.

Q: What are benefit deadlines when there is a life "status" change?

A: New spouse/newborn

- Must enroll within 30 days of the event date for medical, dental and vision
- Effective the 1st of the following month
- Dependents are removed automatically by:
 - The dental system by the end of the month the child turns 19 years old, or 24 years old with full time student proof.
 - The medical system by the end of the month the child turns 26 years old.
- What is a dependent?
 - Legally married husband or wife
 - Domestic partner
 - Unmarried children under the age of 23 (medical)