



Health Benefits

Together, we are working toward a healthier community



New Around Here?

Welcome aboard! Tips for health benefit enrollment and other info.

Important things to know as you prepare:

- Review the [Guide to your Health Benefits](#) and the [Premium Rates](#)
- Need more details? [MyMdBenefits](#)
- **Reminder:** New hires have 60 calendar days to enroll in and change their elections.
- The effective date of coverage is tied to your date of hire.
 - Coverage begins first of the month after date of hire
 - Hired on the first of the month, date of hire.
- If you delay enrollment until day 60, coverage will take effect based on your hire date. Retroactive billing will apply.
- 5 Medical plan options. All include routine vision coverage; they do **NOT** include prescription drug-See the Guide for details.
- Prescription drug coverage stands alone and has separate premiums.
- 2 Dental plan options. See the Guide for details.
- Contact your providers to check on their network status with your desired plans.
- Gather supporting documentation for all covered dependents: [Dependent Supporting Documentation](#)

Ready to enroll:

- Log into SPS/Workday.
- Click on Benefit Change-New Hire in your SPS Inbox, [Quick Reference Guide](#)
- Need assistance? ebd.mail@maryland.gov OR 410-767-4775 M-F 8:30 am to 4:30 pm.

Already have coverage elsewhere?

- Log into SPS/Workday. Waive any or all benefit plans and click Submit.
- If you lose coverage at a later date, you have 60 calendar days to initiate an Employee: Loses Coverage Elsewhere event in SPS/Workday. Supporting documentation will be necessary. [Qualifying Life Event Supporting documentation](#)
- OR enroll during any future Open Enrollment period.

Health Benefits Guidance-Delivered to your In-box!