

Enrollment

Insurance premiums and enrollments are handled by PEEHIP, not by the employer. Because PEEHIP determines and manages the premium deductions, active and retired members are required to send all insurance changes to PEEHIP.

Prior to the payroll cutoff date, PEEHIP sends an electronic file to each employer authorizing the payroll deductions for each employer. The payroll deduction amount is based on the insurance plan(s) each member selects. If the payroll deduction is incorrect, members need to contact PEEHIP instead of their employer. It is imperative for PEEHIP to have your correct home mailing address so all members can receive important PEEHIP information.