

Open Enrollment

Current Employees

Waiting periods on pre-existing conditions will be waived for members/dependents enrolling in new coverages that are effective October 1.

New Employees

New employees may enroll on their date of employment, the first day of the month following employment, or October 1. The [HEALTH INSURANCE AND OPTIONAL ENROLLMENT APPLICATION](#) must be completed within 30 days of the member's employment date. **If the form is not completed within 30 days, the employee is only allowed to enroll in single Hospital Medical coverage effective the date the form is completed.**

Waiting periods will apply on pre-existing conditions for all new coverages not effective on October 1, subject to the following conditions: new employees and dependents with effective dates of coverage on or after July 1 and before October 1 are given waivers on the waiting periods for pre-existing conditions.

Unless proof of previous coverage is received and approved by PEEHIP, employees with effective dates of coverage after October 1 and before July 1 are required to serve a 270-day waiting period on pre-existing conditions.

New employees employed during the Open Enrollment period cannot enroll in the Optional Plans on their date of employment and cancel the plans October 1 of that same year.

Transfers

Employees who transfer from one system to another system are considered current employees and must keep existing insurance coverage until the Open Enrollment period for changes to be effective October 1.