

This is a summary of the Dallas Independent School District benefits program for Substitutes. You must log onto [www.disdatyourservice.org](http://www.disdatyourservice.org) for complete plan details, definitions, rates, and exclusions. Username and Password required.

- The eligibility period for electing medical, dental, or vision coverage is 31 days from your orientation date or your start date as determined by the Substitute Office.
- **This is your only time to elect medical, dental, and/or vision benefits until the next annual enrollment period, (August) or unless you experience a Special Enrollment Event and notify Benefits Outlook Service Center at 866-840-3473 or online at [www.disdatyourservice.org](http://www.disdatyourservice.org) within 31 days from the date of the event.**
- A transition from “Substitute” to Full-Time District Employee is NOT a Special Enrollment Event and **will not allow you to change or add medical, dental, or vision coverage.** If you enrolled as a substitute, applicable district contributions will be applied towards the cost of your premiums the first of the following month which you transitioned and you will be offered additional voluntary benefits.

Benefits Options (You pay 100% )	District Paid (No cost to you - Enrollment Automatic)
<ul style="list-style-type: none"> <li>• Medical</li> </ul>	<ul style="list-style-type: none"> <li>• Basic Life &amp; AD&amp;D \$10,000</li> </ul>
<ul style="list-style-type: none"> <li>• Dental</li> </ul>	<ul style="list-style-type: none"> <li>• EAP Employee Assistance</li> </ul>
<ul style="list-style-type: none"> <li>• Vision</li> </ul>	<ul style="list-style-type: none"> <li>• Work -Life Services</li> </ul>

**Employee Eligibility**

- Active, contributing member of Teacher Retirement System (TRS), or
- Work 10 or more regularly scheduled hours per week

*Returning retirees not eligible for ActiveCare medical plans.*

**Dependent Eligibility**

- Legal spouse or common-law spouse
- Dependent children under the age of 26
- Common Forms & Plan Info > New Hire Resource Center >2014-2015 TRS-Enrollment Guide for complete definitions of eligible dependents.

Enroll at: [www.disdatyourservice.org](http://www.disdatyourservice.org)

- To access the site: Enter your username and password and then click the Login button.
- Username = Employee ID (Your EID)
- Password = Your initial password is MMDDXXXX:
- MM = two digits from the month of your date of birth
- DD = two digits from the day of your date of birth
- XXXX = last four digits of your Social Security number

*If you have already accessed DallasISD@YourService and changed your password, enter the password you created, not the default password noted above. If you are unable to access your account or have questions, contact the **Benefits Outlook Service Center at (866) 840-DISD (3473)** weekdays between 7 a.m. to 7 p.m., Central time, except holidays.*

## **Premium Information**

- Premiums for benefit plan enrollments are payroll deducted bi-weekly on a pre-tax basis.
- If you do not work enough hours to cover the cost of elected benefits, unpaid premiums will accumulate and be deducted from your pay as funds become available.
- You will be billed for outstanding premium arrears.
- Unpaid arrears must be paid timely or coverage will be cancelled.

### **Plan Costs (premiums) are deducted per bi-weekly pay period**

<b>Medical Plan Options</b>	<b>Employee Only</b>	<b>Employee &amp; Spouse</b>	<b>Employee &amp; Child(ren)</b>	<b>Employee &amp; Family</b>
ActiveCare 1-HD	\$162.50	\$425.00	\$286.00	\$572.50
ActiveCare Select	\$225.00	\$522.00	\$354.50	\$619.00
ActiveCare 2	\$277.50	\$643.50	\$437.50	\$661.50

<b>Dental Plan Options</b>	<b>Employee Only</b>	<b>Employee &amp; Spouse</b>	<b>Employee &amp; Child(ren)</b>	<b>Employee &amp; Family</b>
DHMO	\$5.30	\$10.05	\$10.05	\$12.94
EPO	\$11.64	\$23.66	\$22.87	\$38.81
PPO	\$17.78	\$35.21	\$35.13	\$54.96
Discount Plan	\$.56	\$1.67	\$1.67	\$2.78

<b>Plan Option</b>	<b>Employee Only</b>	<b>Employee &amp; Spouse</b>	<b>Employee &amp; Child(ren)</b>	<b>Employee &amp; Family</b>
Basic	\$2.04	\$3.85	\$4.03	\$7.51
Premium	\$2.99	\$5.91	\$6.21	\$9.52

## **Retirement Benefits**

### **FICA Alternative Plan**

- Enrollment is automatic. Payroll deduction is 7.5%
- Rehired TRS retirees are not eligible.
- Public Agency Retirement Services (PARS) is TPA – 1-800-540-6369

### **457(b) SMART Plan**

- Voluntary Pre-Tax supplemental retirement plan
- Great West Retirement Services 1-866-467-7756

### **403(b) Tax Sheltered Annuity Plan**

- Voluntary Pre-Tax supplemental retirement plan
- JEM Resource Partners 1-800-943-9179

**Resources:** Benefits Outlook 866-840-3473  
[www.disdatyourservice.org](http://www.disdatyourservice.org)