



# HUMAN RESOURCES DEPARTMENT

## SAN LUIS OBISPO COUNTY

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TO: ALL COUNTY EMPLOYEES  
FROM: HUMAN RESOURCES BENEFITS  
SUBJECT: VISION CARE BENEFITS

Vision care benefits for eligible employees and their dependents are available through Vision Service Plan (VSP). **Enrollment in the VSP plan is mandatory for all eligible employees.** The following monthly rates are effective January 1, 2017:

<u>ENROLLED</u>	<u>MO. RATES</u>
Employee only	\$ 9.54
Employee + 1 Dependent	14.54
Employee + 2 or More Dependents	23.52

To enroll in the VSP plan complete the attached enrollment form and submit it to your payroll coordinator. Enrolled dependents can be deleted from your coverage only during the annual Open Enrollment period, or when they no longer meet the eligibility requirements.

### **Dependent Eligibility**

Eligible dependents include husband or wife, domestic partner, and dependent children until their 26th birthday.

### **To enroll yourself and your dependents you must provide:**

- 1. Copy of Marriage Certificate/Declaration of Domestic Partnership or Affidavit of Marriage**
- 2. Copy of birth certificate**
- 3. Social Security Number**

To obtain your vision care benefits follow the steps below.

- 1. Consult your VSP brochure enclosed in your benefits packet, for a description of your vision plan coverage.**
- 2. The next step is to call a VSP participating provider for an appointment and identify yourself as a VSP member.** *If you need assistance in locating a VSP participating doctor, you may call VSP at (800) VSP-7195 (877-7195) or visit their Web site at [www.vsp.com](http://www.vsp.com).* You are not required to complete any up-front paperwork or obtain a benefit form. That's it!
- 3. After you have scheduled your appointment, the VSP participating doctor will contact VSP to verify your eligibility and plan coverage.** The doctor will also obtain authorization for services and materials. If you're not eligible for benefits at that time, the doctor will communicate that information to you.