

TAKE TIME. TAKE CARE.  
**TAKE CHARGE.**



# YOUR ENROLLMENT CHECKLIST

**Your Annual Enrollment 2019 experience offers a simple process and new, smart tools to help make choosing your benefits quicker and easier. Your enrollment experience will look familiar — but there are several new features to help you with your selections. Take charge by taking time to review your benefits options, as they have likely changed. Here are a few steps you can take to make the most of your options before and after you enroll:**

*This document is interactive. You can click boxes and then print your list — or print the list to use as a hard copy.*

## 1

### **TAKE TIME.**

#### **PLAN AHEAD**

Think about your health care needs for 2019. Are you scheduling a surgery or anticipating needing prescription drugs? These circumstances could greatly impact your costs.

#### **CHECK FOR CHANGES TO YOUR OPTIONS**

Coverage options — including the lowest cost administrator in your area — may have changed for 2019. Be sure to review total benefit costs — not just monthly contributions (for medical, prescription drug, dental and vision care) on the **AT&T Benefits Center**.

#### **CONFIRM YOUR DEPENDENTS**

Be sure each of your eligible dependents is enrolled. AT&T offers medical coverage for your spouse/legally recognized partner (LRP) and child(ren) up to age 26 (or who are disabled). You will need to provide each dependent's full legal name and Social Security number when you enroll them.

#### **CHANGE YOUR STATUS**

If you have a change-in-status event after Sept. 1, 2018 (such as a marriage or divorce), you will make two separate elections: one for the rest of 2018 and another for 2019. (For a full list of change-in-status events, refer to *Appendix B* in your SPD.)

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## 2

### TAKE CARE.

**COMPARE YOUR OPTIONS**

Built into your enrollment experience is a new plan decision tool that will help you compare costs between coverage options and medical benefits administrators, factoring in your previous healthcare expenses and preferences.

**CHECK YOUR DOCTORS**

Use the built-in plan decision tool or the **UnitedHealthcare** and **Blue Cross and Blue Shield of Illinois** websites to see if your doctors are in-network before deciding which plan is right for you. You will need to know your plan name if you use the UHC or BCBSIL websites. You can find your plan name in the Health Plan Comparison Chart (HPCC) during Annual Enrollment.

**SCHEDULE AN APPOINTMENT**

Still have questions about your benefits options? Use the scheduling tool to book an appointment with an AT&T Benefits Center representative. They can also help you enroll over the phone.

## 3

### TAKE CHARGE.

**MAKE YOUR ELECTIONS**

Finished planning and preparing? It's **time to enroll**. Enroll between **Oct. 1 and Nov. 16**.

**RELAX**

You did it! When you make time to take care of what's important, you can sit back and relax.

## 4

### MAKE THE MOST OF YOUR BENEFITS.

**CHECK YOUR 2018 PRESCRIPTION DEADLINES**

Make the most of your 2018 prescription benefits by requesting any refills or new prescriptions by the end-of-year deadlines.

**FIND HEALTH CARE PROVIDERS**

Need a new doctor or a specialist in a particular area? Find and compare in-network providers using the new Grand Rounds tool.