



# Applying For Your Health Insurance Benefits

Hawaii Employer-Union Health Benefits Trust Fund (EUTF)

## NEW HIRE/NEWLY ELIGIBLE EMPLOYEE

As a newly eligible employee, you have the opportunity to enroll in employer sponsored health benefits. Learn more about all the health benefit options available by visiting [eutfbenefits.hawaii.gov](https://eutfbenefits.hawaii.gov). You can decide which plans are right for you and your family.



### Compare Health Plan Benefits and Costs Between Plans

There are seven medical plan options to choose from. HMSA and Kaiser medical plans include prescription drug and chiropractic coverage. Employees may also enroll in dental and vision plans, as well as 100% employer-paid life insurance. Note: If you have coverage under another non-EUTF plan and do not want to enroll into the EUTF plans when you are newly hired, you may have another opportunity to enroll should you lose your existing coverage or upon the next Active Employee Open Enrollment Period held in April. For more information, please visit the EUTF Member self-service portal at [eutfbenefits.hawaii.gov](https://eutfbenefits.hawaii.gov).



### Enrollment

Once you determine which health plans you wish to be enrolled in, you may enroll within 45 days of your new hire/newly eligible date through the EUTF Member self-service portal at [eutfbenefits.hawaii.gov](https://eutfbenefits.hawaii.gov). If applicable, you must submit all supporting documents at the end of the enrollment process and also with 45 days. Elections will not be finalized until you submit the required supporting documents and it is approved by the EUTF. If you do not enroll within the 45 day deadline you cannot enroll in health benefit coverage until the next annual open enrollment period held in April, unless you experience a mid-year qualifying life event. The EUTF will send you an enrollment confirmation notice once your enrollment has been completed.

## IMPORTANT

If you have an urgent need to fill a prescription or go to the doctor prior to receiving your ID card (VSP does not provide an ID card) you should email EUTF at [eutf@hawaii.gov](mailto:eutf@hawaii.gov). In the email subject line type "URGENT – Confirmation of coverage needed". EUTF checks the email daily and will contact the carrier to rush your enrollment, if you have an immediate need for services.

For Questions About...	Please contact...
<b>Hawaii Medical Service Association (HMSA)</b>	<b>www.hmsa.com</b> 1-808-948-6499 (Oahu) or Toll-Free: 1-800-776-4672 (Neighbor Islands)
<b>Kaiser Permanente</b>	<b>www.kp.org/eutf</b> 1-808-432-5250 (Oahu) or Toll-Free: 1-844-276-6628 (Neighbor Islands)
<b>Hawaii-Mainland Administrators (HMA)</b>	<b>www.hma-hi.com/eutf</b> Oahu: 1-808-951-4643 or (Neighbor Island) 1-866-437-1992
<b>CVS Caremark</b> (For HMSA members)	<b>CVS Caremark Prescription Drug Plan</b> <b>www.caremark.com</b> 1-855-801-8263
<b>Hawaii Dental Service (HDS)</b>	<b>www.hawaiidental-service.com</b> 1-808-529-9310 or Toll-Free: 1-866-702-3883
<b>Vision Service Plan (VSP)</b>	<b>www.vsp.com</b> Toll-Free: 1-866-240-8420
<b>Securian</b>	<b>www.LifeBenefits.com/EUTF</b> 1-808-536-9890 or Toll-Free: 1-877-291-8466

## Disclaimer

*This guide offers a brief overview of EUTF enrollment procedures and eligibility criteria as established under Hawaii Revised Statutes Chapter 87A and the EUTF Administrative Rules. This guide is designed to assist employees with enrollment into EUTF health plan benefits and does not constitute a legal document, contract nor does it supersede policies and procedures established by the EUTF and is subject to change.*

### About the EUTF

The Hawaii Employer-Union Health Benefits Trust Fund or EUTF provides medical, prescription drug, dental, vision, and life insurance benefits to all eligible State of Hawaii, City and County of Honolulu, Board of Water Supply, County of Hawaii, County of Maui and County of Kauai employees, retirees and their qualified dependents. The EUTF is a State agency administratively attached to the State of Hawaii Department of Budget and Finance and is governed by a ten member, governor-appointed board of trustees who oversees all EUTF activities.

Contact the EUTF: Website: [eutf.hawaii.gov](http://eutf.hawaii.gov) | Phone: 586-7390 (Oahu) 1-800-295-0089 (Toll-free) | Email: [eutf@hawaii.gov](mailto:eutf@hawaii.gov)