

EUTF Open Enrollment for Active Employees

May 1-30, 2025



Open enrollment (OE) is the time for you to review whether the health coverage you have for yourself and your family continues to best meet your needs. Employee Health Benefits Reference Guide and FAQs can be reviewed at eutf.hawaii.gov.

Effective July 1, 2025, **dependent children ages 19-25** will be eligible for coverage in EUTF dental and vision plans through age 25, regardless of student or marital status, and they do not need to live with the employee. Open Enrollment is your opportunity to enroll or re-enroll your child.

During the OE election period, you can:

- Add, change or drop a plan (HMSA HMO plan closed to new enrollment)
- Add or remove dependents
- Change coverage tiers, such as changing from Self to Family, or Family to Two-Party

If you decide to keep your current plans, you don't need to take action. You are not required to complete any forms to continue your current coverage.

OE change requests and required supporting documents must be submitted through the EUTF Member self-service portal at eutfbenefits.hawaii.gov by May 30, 2025. If you don't enroll through the EUTF Member self-service portal, submit your completed EC-1/EC-1H enrollment form and required supporting documents

to your employer's open enrollment designee by May 30, 2025, for changes to be effective July 1, 2025. Please do not submit changes through both the Member self-service portal AND hard copy EC-1/EC-1H form.

Required supporting documents must be submitted by May 30, 2025. The EUTF will not contact you regarding outstanding supporting documents, and late submissions will not be accepted.

Employer Monthly Contributions

Until new collective bargaining agreement is reached, the July 1, 2024 to June 30, 2025 monthly employer contribution amount will continue. Bargaining Unit (BU) 5 and 7 have reached an agreement. Check the EUTF website at eutf.hawaii.gov for updated information.

Important!

Your Confirmation Notice can be viewed by logging into the EUTF Member Self-Service portal at eutfbenefits.hawaii.gov. Confirmation Notices reflecting Open Enrollment changes will be available by the end of June. If your Confirmation Notice is not available in the EUTF Member Self-Service portal by the end of June or if you would like a printed copy to be mailed to you, please contact the EUTF at 1-808-586-7390 or toll-free at 1-800-295-0089.

Required Supporting Documents

ENROLLMENT TYPE	REQUIRED DOCUMENTS
Self	No documents required
Adding a Spouse/Partner	<ul style="list-style-type: none"> • Marriage or Civil Union Certificate • Domestic Partnership – Notarized Declaration of Domestic Partnership, Affidavit of Dependency & Acknowledgement, and two sets of documents showing proof of shared residency (forms available at eutf.hawaii.gov)
Adding a Dependent Child	<ul style="list-style-type: none"> • Birth Certificate • Guardianship Decree (if legal guardian) • Adoption Decree (if child is placed for adoption or adopted)

Important Dates

Open Enrollment Election Period	May 1 - 30, 2025
Enrollment Change Request and Required Supporting Documents Submission Deadline	May 30, 2025
Premium and Plan Changes Effective	July 1, 2025
For County Employees New Premiums Deducted from Paycheck	July 15, 2025 through June 30, 2026
For State Employees New Premiums Deducted from Paycheck	July 18, 2025 through July 2, 2026

Open Enrollment Informational Session Schedule

IN-PERSON INFORMATIONAL SESSIONS

Dates	Island	Location	Session Times
May 2	Hawaii	Aunty Sally Kaleohano's Luau Hale 799 Piilani St., Hilo, HI 96720	9:30-10:10 a.m. 2:00-2:40 p.m.
May 9	Maui	UH Maui College Pilina Events Center, 2 nd Floor Pilina Building 310 W. Kaahumanu Ave., Kahului, HI 96732	10:00-10:40 a.m. 3:00-3:40 p.m.
May 12	Oahu	Kapolei State Office Building (Kakuhihewa) Rooms 111 & 167 601 Kamokila Blvd., Kapolei, HI 96707	9:00-9:40 a.m. 3:00-3:40 p.m.
May 14	Kauai	Kauai Community College OCET Room 106 C & D 3-1901 Kaumualii Hwy., Lihue HI 96766	10:00-10:40 a.m. 3:00-3:40 p.m.
May 16	Oahu	Leiopapa A Kamehameha, State Office Tower 2 nd Floor Meeting Rooms 203 & 204 235 South Beretania St., Honolulu, HI 96813	9:00-9:40 a.m. 3:00-3:40 p.m.

WEBINAR INFORMATIONAL SESSIONS

May 1, 5, 7, 13, 20, 23	9:00-9:20 a.m. 11:00-11:20 a.m. 3:15-3:35 p.m.
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To attend the webinar, go to eutf.hawaii.gov/learning-center, and click on Active Employee Open Enrollment Fair. You'll be able to attend an EUTF live webinar and view on-demand video presentations from each of the insurance carriers. For the best experience, use an up-to-date version of Google Chrome (preferred) or Safari from a desktop/laptop.

EUTF Pre-Retirement Health Benefits Workshop



Register for our Pre-Retirement Health Benefits Workshop and learn about EUTF retiree health benefits. To register, email eutf.outreach@hawaii.gov with the date, time and location of the workshop you'd like to attend. Space is limited and on a first come, first served basis.



IN MAY



2025

**FRI
02**

AUNTY SALLY KALEOHANO'S LUAU HALE

799 Piilani St., Hilo, HI 96720

11:00 a.m. - 12:00 p.m.

**FRI
09**

UH MAUI COLLEGE

Pilina Events Center, 2nd Floor
310 W. Kaahumanu Ave., Kahului, HI 96732

11:30 a.m. - 12:30 p.m.

**MON
12**

KAPOLEI STATE OFFICE BUILDING (KAKUHIHEWA)

Rooms 111 & 167
601 Kamokila Blvd., Kapolei, HI 96707

10:30 - 11:30 a.m. or 1:30 - 2:30 p.m.

**WED
14**

KAUAI COMMUNITY COLLEGE

OCET Room 106 C & D
3-1901 Kaumualii Hwy., Lihue, HI 96766

11:30 a.m. - 12:30 p.m.

**FRI
16**

LEIOPAPA A KAMEHAMEHA STATE OFFICE TOWER

Second Floor, Room 203 & 204
235 S. Beretania St., Honolulu, HI 96813

10:30 - 11:30 a.m. or 1:30 - 2:30 p.m.