



## Office of HUMAN RESOURCES NEWSLETTER



### **Special Health and Wellness Edition: October 2019**

#### **Open Enrollment: Health Care Plan Year 2020**



The annual health insurance open enrollment period begins today, October 1, 2019 and will end on October 31, 2019.

Effective January 1, 2020, all active employee plans will be solely administered by Horizon Blue Cross Blue Shield of New Jersey (Horizon). This change was the result of a public competitive procurement process that resulted in an award to Horizon only.

Employees who are currently enrolled in an Aetna medical plan will be automatically enrolled in the corresponding Horizon medical plan. For example, employees enrolled in the Aetna Freedom 15 plan will be automatically moved to the Horizon NJ DIRECT15 plan.

Horizon will be implementing Horizon Health Guides, a member navigation and advocacy initiative with enhanced customer service programs tied to the improvement of member health outcomes. For more information about 2020 health care choices, click here: [2020 Benefits: Open Enrollment Details](#)

Aetna will continue to administer the Aetna Dental Expense Plan.

#### **Tax\$ave Flexible Spending Accounts Open Enrollment**

The annual NJ State Employees Tax Savings Program (Tax\$ave) Open Enrollment for Plan Year 2020 begins October 1, 2019 and ends October 31, 2019. Tax\$ave offers eligible (full time) employees the opportunity to increase their available income by reducing their federal tax liability. Employees who elect to participate in a flexible spending account (FSA) decide how much to contribute for the 2020 Plan year. Most employees who elect an FSA base their contribution amount on predictable medical expenses. For more details on Tax\$ave, click here: [Tax\\$ave Flexible Spending Account Details](#)



#### **Health Insurance Plan Design Overview Meetings**

The Office of Human Resources has scheduled four open sessions to assist you to understand the changes to the program of benefits. The meetings will take place:

- October 4th Education Building 306; 10:00 a.m. – 11:30 a.m.
- October 11th Education Building 208; 1:00 p.m. – 2:30 p.m.
- October 22nd Education Building 206; 10:30 a.m. – 12:00 p.m.
- October 25th Education Building 308; 1:30 p.m. – 3:00 p.m.

Open enrollment information and links to the State of New Jersey website may also be located here: [Important Benefit Plans Information](#)

#### **Annual Employee Benefits Fair**

On Wednesday, October 16, 2019, HR will host the Annual Benefits Fair beginning at 9:00 a.m. and ending at 1:00 pm in the Brower Student Center. Join us to speak with representatives from insurance carriers, retirement plan vendors, financial institutions, an organic home delivery service, Princeton EAP, and more!

#### **Get Your Free Flu Shot**

TCNJ has partnered with Walgreens Pharmacy again this year to offer a FREE onsite Flu Clinic during the Benefits Fair.



In order to receive a flu shot, you need to bring your health insurance card and proof of identity. You will be required to sign a consent form on the day of the event. To register, click here: [I Want a Flu Shot](#)

#### **Stress Management and Mindfulness Workshop**

Michael Berman, PsyD, through Princeton EAP, will lead a stress management and mindfulness workshop on Wednesday, October 16<sup>th</sup>.



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Mindfulness can lead to less intense stress responses and can improve brain functions. Practicing mindfulness helps build your ability to pay attention and focus. Some people find that learning mindfulness meditation techniques and practicing them with a group is especially helpful. Over time, this training can sharpen memory and improve mental performance. Following the benefits fair please make arrangements to attend this workshop. The session will begin at 1:00 p.m. in Trenton Hall room 123. Please register to attend here: [Stress Management and Mindfulness Workshop](#)

### **Features and Benefits of Retirement Plans**

The New Jersey Division of Pensions & Benefits provides seminars and webinars to members at all stages of their career. Topics include solving MBOS login issues, retirement estimates, pension options, how to submit an MBOS retirement application, and understanding your pension benefits. To find the dates and times for seminars, click here: [Seminars and Web Training](#)

### **Achieving Work Life Balance**

Prioritizing between your work and your personal life can be a huge challenge. Below are four tips to help you achieve better integration between work and personal pursuits.

*Track your time:* For one week, track how you spend your time. How much time do you spend doing things that don't matter to you, or that don't align with your priorities? Consider eliminating these things from your life, or delegating them to others.

*Set priorities:* Figure out what you want your priorities to be. Ask yourself, "If I could only focus on one thing in my life, what would it be?" That answer is your top priority. What would you focus on second? Third? Fourth? Fifth? You've now identified your top five priorities and can reframe the activities that are musts for you and those that you can eliminate.

*Get plenty of exercise:* It may seem counterintuitive to add another activity to your life, but exercise relieves stress, clears your mind, and ultimately makes you more productive.

*Take Vacation:* "Me" time is restorative. As we get closer to the end of the calendar year, please review your paid time off balances and schedule time. You are eligible to carry over to 2020 the equivalent of one year of vacation time accrual. To view your current sick, vacation and/or administrative leave balances, click here: <https://portal.softtimeonline2.com/sto/>

### **NEW! Princeton EAP Video Counseling**

Princeton Employee Assistance Program (EAP) now offers video counseling using secure HIPAA compliant, interactive audio and video technology. Services may be accessed through mobile device or computer, and service hours have been extended to evenings and weekends. To access services, call (800) 527-0035.

### **Eat Dark Chocolate and Improve Your Health**

Dark chocolate is loaded with nutrients that can positively affect your health. Made from the seed of the cocoa tree, it is one of the best sources of antioxidants on the planet. Chocolate may improve blood flow and lower blood pressure, may reduce heart disease and could protect your skin from the sun. (Gunnars)



Chocolate lovers don't need to give up the deliciousness when watching your weight, you just have to find ways to incorporate the ingredient in your diet in a way that benefits you.

Here are some ways for you to enjoy this yummy ingredient in your cooking:

Make mole sauce to go with chicken; add cocoa to peanut butter or other nut butter; add dark chocolate chips to vanilla yogurt; grate dark chocolate in your morning oatmeal; add melted dark chocolate over popcorn; add dark chocolate to zucchini bread; or, add a teaspoon of cocoa to your morning coffee for a pick me up.