



Arlington Public Schools
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Arlington, Massachusetts 02476
Telephone 781-316-3496

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IMPORTANT HEALTH INSURANCE INFORMATION

If you are eligible for Health Insurance, please be advised that you have ten (10) days from the date of hire to enroll in one of the health plans offered by the Group Insurance Commission (GIC).

Once you apply for coverage within ten days of the first day of employment, you will actually be insured on the first day of the month following the earlier of 60 calendar days or two calendar months from the first day of employment.

If you have any questions about Health Insurance, please contact Rob Spiegel at extension 3496 or rspiegel@arlington.k12.ma.us.

Please sign below acknowledging that you have read this statement.

Print Name

Signature

Date

Enrollment Eligibility and Effective Dates

Permanent employees of participating municipalities must work at least 18:75 hours in a 37.5 hour workweek or 20 hours in a 40-hour workweek to be eligible for GIC health insurance.

Coverage Effective Date

New employee coverage begins on the first day of the month following 60 calendar days from the first date of employment, or two calendar months, whichever comes first.

Date of employment is from	Coverage begins on
January 2 – February 1	April 1
February 2 – March 2	May 1
March 3 – April 2	June 1
April 3 – May 2	July 1
May 3 – June 2	August 1
June 3 – July 3	September 1
July 4 – August 2	October 1
August 3 – September 2	November 1
September 3 – October 2	December 1
October 3 – November 2	January 1
November 3 – December 3	February 1
December 4 – January 1	March 1

If an employee loses health insurance elsewhere, he or she can enroll in GIC coverage at any time during the year with proof of loss of other coverage. See LATE ENROLLMENT section for details.