



STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management
100 N. Stewart Street, Suite 200 | Carson City, Nevada 89701
Phone: (775) 684-0150 | <http://dop.nv.gov>

MEMO PERD #23/12
June 01, 2012

TO: Department Directors
Agency Administrators
Agency Payroll Clerks
Agency Personnel Representatives
Agency Personnel Liaisons

FROM: Lee-Ann Easton, Administrator *Lee-Ann Easton*
Division of Human Resource Management

SUBJECT: AEGIS Assessment and New Benefit Deduction Personnel Action Code

The Public Employees' Benefit Program's (PEBP) Active Employee Group Insurance Subsidy (AEGIS) will increase to \$733.64 per month for Fiscal Year 2013. Agencies paid through Central Payroll will first see this new rate reflected on the July 6th payroll for all employees assigned to deduction policy DP01. Agencies with employees who decline health insurance coverage should not be assessed AEGIS for those employees. To do so, the declining employee's deduction policy must reflect DP21 on his/her ESMT-A.

To assist agencies with tracking these benefit changes, a new Personnel Action Code has been implemented in ADVANTAGE-HR™. This benefit change code, BFCHG, should be used for changes during an enrollment period and for future deduction policy changes employees may make.

For PEBP's plan year 2013, a list will be generated containing those employees who have declined health insurance coverage. The Division of Human Resource Management will share this information with agencies in mid-June. If an agency has an employee moving to decline status, an ESMT-A reflecting a deduction policy change to DP21 effective June 11, 2012 will need to be prepared and signed by the employee. **These ESMT-As must be submitted to Central Records no later than June 21, 2012.** Given the tight timeline, agencies may want to request this information from their employees prior to receiving the list in order to begin work on any ESMTs that may need to be submitted.

If you have any questions, please contact Cynthia Willden, Central Records Manager at (775) 687-9088 or cwillden@admin.nv.gov.

Thank you,

Lee-Ann Easton

Lee-Ann Easton, Administrator