

HUMAN RESOURCE**DENTAL/OPTICAL INSURANCE PLAN**

Personnel wishing to participate in the Ohio County Schools dental/optical plan must comply with the following guidelines:

- A. The dental/optical enrollment cards must be completed by each newly hired active employee during the first month of, or the month following, his/her employment with Ohio County Schools.
- B. Coverage will become effective the first day of the month following enrollment by the active employee or active Board member. If enrollment is completed on the first day of the month, the coverage will become effective the first day of the following month.
- C. Ohio County Schools will also offer to a retiring employee the option to participate in the dental/optical plan upon the commencement of his/her retirement, with the premium to be paid by the retiree.
- D. Retirees and Board members must provide a monthly premium payment to Ohio County Schools on, or before, the first day of each month. If payment is not received within the 30 day period following the first day, automatic cancellation will occur. The amount of the monthly premium payment will be determined annually by the Plan Administrator on or before the first day of July.
- E. All employees who retired prior to July 1, 1998, will be offered a one time initial enrollment period for dental/optical coverage between July 1, 1998, and September 1, 1998. If enrollment and payment does not occur within this window, the retiree will be unable to enroll in the plan.
- F. Dental/optical enrollment cards must be completed by each newly elected Board of Education member during the first month of, or the month following, commencement of his/her term of office on the Board. Participation in the dental/optical plan is limited to active Board members, therefore, coverage will be terminated upon completion of the member's term of office or resignation from the Board.

REGULATION REVIEWED: June 9, 2014

REGULATION ADOPTED: June 22, 1998

OHIO COUNTY BOARD OF EDUCATION