



2025 Open Enrollment Guidelines for Existing Policies

- Employees, spouses/domestic partners, or child(ren) enrolled in AIG coverage do ***not*** have to re-enroll. Payroll deductions will continue being deducted from your 1st and 2nd paycheck.
- Employees may increase their **existing coverage** up to a total of \$150,000 with **NO** health questions. Additional coverage up to \$500,000 is available with limited health questions. Increasing coverage requires the completion of a paper application, returned to Benefit Source for processing.
- Employees with **spouse/domestic partner existing coverage** may increase up to a total of \$50,000 with limited health questions. Additional coverage up to \$250,000 is available with health questions. Increasing coverage requires the completion of a paper application, returned to Benefit Source for processing.
- New policy changes will be effective January 1st, and new deductions will begin on your first paycheck in January.
- No policy increases are permitted on child(ren) policies.
- No new policies are permitted.

Policy Contact Information Updates

- Update your personal contact information, cell phone, personal email, and home address.
- Update your beneficiaries, names, dates of birth, emails, cell numbers and home addresses.
- **Your AIG policy is portable!** If you separate employment or retire, you may continue your policy on a direct basis. Contact Benefit Source to continue your policy.

Benefit Source

Phone: 210-340-0777

Call/Text: 210-240-2574

Email: UhsBenefits@BenefitSourceSolutions.com

Policy Forms are available online.

Website: www.BenefitSourceTx.com

