**Special Open Enrollment Period**

The **deadline** for the Special Medical Plan Open Enrollment is **May 29, 2020**.

*Currently Covered Staff:*

If you are currently covered under an MCC medical plan and wish to switch (with your existing covered dependents) to a lower cost MCC plan, please enter the information in the fields below and send your saved pdf to Suzanne Bureau at [sbureau1@monroecc.edu](mailto:sbureau1@monroecc.edu).

Employee Name: 

Employee ID#: 

Excellus subscriber ID#: 

New plan choice: 

**NOTE: If your plan change form and email are received by April 28th, your new plan will begin effective May 1st. All change requests received after April 28th will be processed for June 1st. Payroll deductions will be made accordingly.**

*Full-time Employee Seeking Coverage under MCC medical plans:*

Contact Suzanne Bureau at [sbureau1@monroecc.edu](mailto:sbureau1@monroecc.edu) for enrollment assistance.