



Guided Practice 15

Reviewing Retiree Deduction Rates

August 30, 2017

This guide will walk you through how to locate and review retiree insurance rates.

This guided practice assumes you already know how to:

- Log in to MyTRS
- [Enter retiree insurance deductions](#)

For additional information and troubleshooting please contact insuranceupdates@trb.state.ma.us.

Reviewing your insurance rates

MyTRS allows employers to view retiree plan information and monthly premium cost for their retirees.

New plan options and global rate changes need to be entered by the MTRS. To make a global rate change, please download the [“Group Rate Premium Change Form”](#) and email it to the [Retiree Insurance Group](#).

To review your rates:

1. Select “View Insurance Premium Rates” from the home page or from the “Go To” drop down list at the top of the page.

Retiree Insurance

- [Individual Retiree Insurance Selections](#)
- [View Retiree Insurance Deduction History](#)
- [View Insurance Premium Rates](#) 1
- [Insurance Deduction Reports](#)

2. The insurance plans and premiums will be displayed. This content is read-only and cannot be updated via MyTRS. As stated above, premium rate changes need to be **emailed** to the MTRS using the “Group Rate Premium Change Form”.

Agreement Information

Agreement Code:

Agreement Name:

Criteria

Contract: Coverage Type:

Job Category:

Benefit Premiums

Sort Columns View Row Records Print Export 2

Active	Insurance Carrier	Insurance Plan	Plan Coverage	Insurance Group	Start Date	Stop Date	Premium
<input checked="" type="radio"/>	ALTUS DENTAL	ALTUS DENTAL (ALT)	Individual	Retired	07/01/2017		\$30.00
<input type="radio"/>	ALTUS DENTAL	ALTUS DENTAL (ALT)	Family	Retired	07/01/2017		\$75.00
<input type="radio"/>	MEDEX HEALTH	MEDEX (MX)	Senior (S)	Retired	07/01/2017		\$100.00
<input type="radio"/>	HARVARD PILGRIM HEALTH	HARVARD-PILGRIM HMO (HPH)	Family	Retired	07/01/2017		\$450.00
<input type="radio"/>	HARVARD PILGRIM HEALTH	HARVARD-PILGRIM HMO (HPH)	Individual	Retired	07/01/2017		\$210.00
<input type="radio"/>	BLUE CROSS BLUE SHIELD	BLUE CROSS - BLUE SHIELD (BC)	Family	Retired	07/01/2017		\$550.00
<input type="radio"/>	BLUE CROSS BLUE SHIELD	BLUE CROSS - BLUE SHIELD (BC)	Individual	Retired	07/01/2017		\$250.00
<input type="radio"/>	HARVARD PILGRIM HEALTH	HARVARD-PILGRIM ENHANCED (HPE)	Senior (S)	Retired	07/01/2017		\$120.00

Your plan information can be sorted by clicking any of the column headers. The information can also be exported by clicking the **Export** button in the toolbar.

- a. The view defaults to display ALL of the plans you offer; however, you can choose a more refined list by choosing a different option from the “Coverage Type” drop down list.

Criteria

Contract: Jul 1, 1914 - current Coverage Type: All

Job Category: MTRS

Benefit Premiums

Sort Columns View Row Records Print Export

Active	Insurance Carrier	Insurance Plan	Plan Coverage	Insurance Group	Start Date	Stop Date	Premium
<input checked="" type="radio"/>	ALTUS DENTAL	ALTUS DENTAL (ALT)	Individual	Retired	07/01/2017		\$30.00
<input type="radio"/>	ALTUS DENTAL	ALTUS DENTAL (ALT)	Family	Retired	07/01/2017		\$75.00
<input type="radio"/>	MEDEX HEALTH	MEDEX (MX)	Senior (S)	Retired	07/01/2017		\$100.00
<input type="radio"/>	HARVARD PILGRIM HEALTH	HARVARD-PILGRIM HMO (HPH)	Family	Retired	07/01/2017		\$450.00
<input type="radio"/>	HARVARD PILGRIM HEALTH	HARVARD-PILGRIM HMO (HPH)	Individual	Retired	07/01/2017		\$210.00
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<input type="radio"/>	MEDEX HEALTH	MEDEX (MX)	Senior (S)	Retired	07/01/2017		\$100.00
<input type="radio"/>	HARVARD PILGRIM HEALTH	HARVARD-PILGRIM ENHANCED (HPE)	Senior (S)	Retired	07/01/2017		\$120.00

- 3. To export this information, click **Export**.

Benefit Premiums

Add Delete

Sort Columns View Row Records Print Export

Active	Insurance Carrier	Insurance Plan	Plan Coverage	Insurance Group	Start Date	Stop Date	Premium
<input checked="" type="radio"/>	ALTUS DENTAL	ALTUS DENTAL (ALT)	Individual	Retired	07/01/2017		\$30.00
<input type="radio"/>	ALTUS DENTAL	ALTUS DENTAL (ALT)	Family	Retired	07/01/2017		\$75.00

- a. The report can be exported to Excel or PDF. Select the program of your choice and follow the prompts to complete the export process. The file can be saved within the chosen program.

Benefit Premiums

Add Delete

Sort Columns View Row Records Print Export XLS PDF

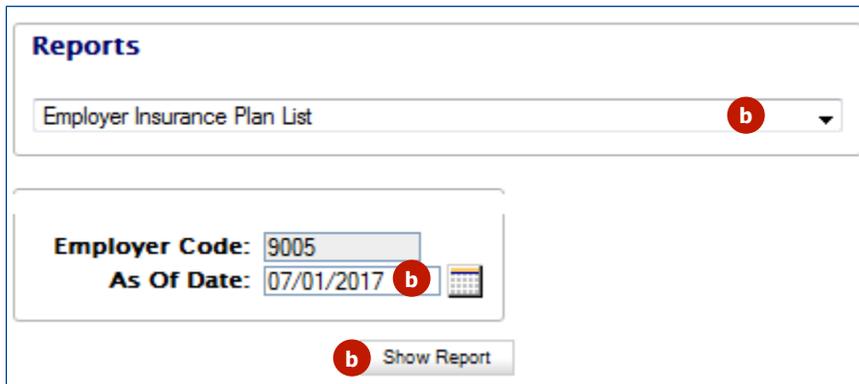
Active	Insurance Carrier	Insurance Plan	Plan Coverage	Insurance Group	Start Date	Stop Date	Premium
<input checked="" type="radio"/>	ALTUS DENTAL	ALTUS DENTAL (ALT)	Individual	Retired	07/01/2017		\$30.00
<input type="radio"/>	ALTUS DENTAL	ALTUS DENTAL (ALT)	Family	Retired	07/01/2017		\$75.00

Note:

- a. This information can also be exported by using the “Insurance Deduction Reports” link from the home page.



- b. Choose “Employer Insurance Plan List” from the drop down list and enter the appropriate date in the “As of Date” field. Then click **Show Report**.



Reports

Employer Insurance Plan List **b**

Employer Code: 9005

As Of Date: 07/01/2017 **b**

b Show Report