



RISK MANAGEMENT AND INSURANCE

BENEFIT NEWS

Aetna - Coordination of Benefits

Periodically, Aetna will ask you to update you and your dependents' other insurance information. This is because Aetna must follow the coordination of benefits guidelines and process claims according to which health plan is primary.

It is important to keep this information status updated with Aetna on an annual basis, or earlier, depending on the circumstance. Aetna will notify you if a claim has been received that cannot immediately be processed by putting comments on the claim explanation of benefits. If this occurs, please update your Aetna member website with the information, or call customer service. If you receive a letter from Aetna asking if you or your covered dependents have other insurance, please respond to Aetna at your earliest convenience.

There are two easy ways to keep your other insurance information current through the Aetna member website at www.aetnapcsb.com.

Option # 1

- On the home page of your Aetna member website, you will find the first letter of your first name on the top right of the page. Click the letter.
- Then, click on "Profile and Preferences." When the page opens, click on "Other Preferences", then "Additional Preferences."
- When the next page opens, click on "Your Other Insurance" icon.
- Complete the information and click through the process until finished.

Option # 2

- You may also update your other insurance information by logging on to your Aetna member website. On the home page you will find "Documents & Forms" at the top of the page.
- Once you click on "Documents and Forms", scroll down the page until you see "Your Other Health Plans."
- Click on "Your Other Health Plans", then "Your Other Insurance" and complete the necessary information and submit it to Aetna.

RISK MANAGEMENT NEWS & ANNOUNCEMENTS

August 27, 2021

WELLNESS NEWS

NEW FREE COVID-19 Testing for PCS Employees

PCS has partnered with several community agencies to provide FREE COVID-19 testing for employees. Testing is available at four locations. No appointment is necessary. You MUST bring your PCS ID or paystub (as proof of employment) and a government-issued photo ID to receive a test.

[Free COVID-19 Testing Sites](#)

[Know Before You Go](#)

Sign Up Today for Wellness Webinars This Fall!

Throughout the fall semester, there will be webinars that focus on nutrition, emotional well-being, financial health and more! Employees must register for webinars in order to attend. Visit the [Wellness Webinar](#) page for a full list of upcoming webinars.

For more information about the PCS Employee Wellness Program, visit pcsb.org/wellness.

Employee Assistance Program – Upcoming RFL Webinars for September

Resources for Living (RFL) provides webinars on a monthly basis to help employees be less stressed. [Attached](#) is a flyer announcing the four new webinars for September which will cover the following: Communicating Across Differences, Getting Unstuck: Breaking Old Habits, Launching Your Children into Adulthood, and Change: How to Adapt, Cope and Respond.

To register, log in to your PCSB member website at www.resourcesforliving.com, Username: **pcsb** Password: **eap**.

Remember, the EAP is available 24/7 at **800-848-9392** to assist you with life coping skills.

EMPLOYEE DISCOUNTS

Pinellas County Schools Main Discount Page

- [PerkSpot](#): travel discounts, tickets & entertainment, local offers and so much more. Company code: PCSB
- [Tickets at Work](#): exclusive discounts, special offers and access to preferred seating and tickets to top attractions, theme parks, shows, sporting events, movie tickets, hotels and much more. Company code: PCS
- [Amalie Arena and Yuengling Center Events](#)
- [Esporta 1st Month FREE](#)