800 Warren Road Ithaca, New York 14850, USA

Benefits Enrollment for 2024 Checklist:



Before You Enroll:

- Review the 2024 Highlights Brochure for information about upcoming changes to your 2023 benefits.
 - Review the 2024 Medical Plan Comparison to make sure you pick the right plan for you.
 - □ Watch the Open Enrollment presentation online at: <u>www.Borgwarner.com/Benefits/Ithaca</u>

Enrolling:

- □ Log in to Workday between November 1st-15th to complete your 2024 enrollment.
 - You can enroll using a computer or through Workday's mobile app! Instructions for both methods can be found in this packet.

Remember, benefit enrollments do not carry over from year to year. All employees must go into Workday and enroll or waive coverage.

Once Enrolled:

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- □ Make sure you earn points towards the 2025 Premium Incentive program if you want the lowest medical plan premium.
 - Going for a preventive exam? Be sure to bring the following with you:
 - Wellness Screening Form: have your provider fill it out and submit to Cigna at bwwellnessforms@cigna.com to earn Biometric points.
 - Preventive Letter: show this to your provider so they understand what is needed to earn your point(s).
 - *Both forms can be found on the BorgWarner Benefits site at www.borgwarner.com/benefits/Ithaca
- Avoid the \$100 monthly spousal surcharge for 2025 if your spouse is on your plan. Have them complete their two requirements by September 30th, 2024. Your spouse must complete:
 - o The Mycigna.com Health Assessment in their own myCigna.com account.
 - An eligible preventive medical visit.

As a reminder, you must earn at least 5 incentive points from the below table to get the lowest medical plan premium for 2024:

