**Section 2210.310 Initial Enrollment for New Employees**

a) A New Employee will have an initial enrollment period lasting 30 calendar days from the first date of employment.

b) The following elections may be made by a New Employee during the initial enrollment period:

1) Enroll in either the Basic Health Plan or any available Optional Health Plan;

2) Elect not to participate in the Program;

3) Enroll eligible Dependents, or

4) Enroll in the dental plan administered by the Agency.

c) A New Employee who fails to either submit an enrollment form or elect not to participate in the Program during the Initial Enrollment Period will be automatically enrolled for self-only coverage in the Basic Health Plan. An Employee who is automatically enrolled pursuant to this subsection will also be enrolled for self-only coverage in the dental plan administered by the Agency.

d) An Employee must provide a social security number, and the social security number of any Dependents being enrolled, at the time of enrollment.

e) Enrolled Dependents designated by the Employee, who receive coverage based on the Employee's designation and timely complete and submit the necessary enrollment paperwork, will have the same effective date of coverage as the Employee.