Employee Benefit Information

Welcome to the City of Pasadena's Benefits Administration Division. We offer a comprehensive benefit package consisting of Retirement, Medical, Dental, Vision, Life Insurance, Long Term Disability, Section 125 Plans and various optional plans.

BENEFITS ADMINISTRATION DIVISION CONTACT INFORMATION

Mailing Address:	P.O. Box 7115 Pasadena, California 91109
Physical Address:	Pasadena City Hall Room S135
Phone Number:	(626) 744-4079
Fax Number:	(626) 744-7174

EMPLOYEE SELF SERVICE

Employee Self Service allows employees to view their benefit enrollments, pay check and personal information, as well as gain access to benefit carrier contact information. Please click here for all Employee Self Service.

BENEFIT FORMS

Please click here for all employee benefit forms.

RETIREMENT

The City of Pasadena provides retirement plans with the California Public Employees' Retirement Systems (CalPERS). Currently the City participates in 2.5% at 55 for all eligible miscellaneous employees and 3% at 55 for eligible sworn employees. Please see your Salary Resolution or Memoranda of Understanding for benefit contributions amounts.

MEDICAL PLANS

The City of Pasadena medical insurance is provided through CalPERS Medical Program. Eligible miscellaneous employees have the option to enroll in a Health Maintenance Organization (HMO) plan or a Preferred Provider Organization (PPO). Eligible safety employees have the option to enroll in same plans as miscellaneous employee as well as an Indemnity plan. The City contributes a monthly amount toward the employee's premium for medical insurance. Unused contributions may be allocated to compensate for additional benefit costs and/or a deferred compensation account. Please see your Salary Resolution or Memoranda of Understanding for benefit contributions amounts.

Health Maintenance Organization (HMO) Contact Information

Blue Shield Access +HMO	(800) 334-5847
Blue Shield Net Value	(800) 334-5847

Kaiser Permanente	(800) 464-4000

Preferred Provider Organization (PPO) and Indemnity Contact Information

PERS Choice	(877) 737-7776
PERS Select	(877) 737-7776
PERS Care	(877) 737-7776
PORAC (Eligible Safety Only)	(800) 288-6928

DENTAL PLANS

The City of Pasadena provides eligible employees with a choice of two dental plans. We offer a Dental Health Maintenance Organization (DHMO) plan and a Preferred Provider Organization (PPO) plan. The City pays 100% for the employee and contributes toward dependent covered. Please see your Salary Resolution or Memoranda of Understanding for benefit contributions amounts.

Dental Health Maintenance Organization (DHMO) Contact Information

United Concordia Dental	(800) 332-0366

Preferred Provider Organization (PPO) Contact Information

Delta Dental of California	(800) 765-6003

VISION PLAN

The City of Pasadena offers a vision program provided upon agreement within the employees Salary Resolution or Memoranda of Understanding.

Vision Contact Information

EyeMed	(866) 723-0596

LIFE INSURANCE PLAN

The City of Pasadena has contracted with CIGNA Group Insurance to provide a basic life insurance benefit to eligible employees at no cost. Benefit level is based on your Salary Resolution or Memoranda of Understanding.

Life Insurance Contact Information

Cigna Group Insurance	(800) 547-7975 (Customer Service) (800) 362-4462 (Claims)

VOLUNTARY LIFE INSURANCE PLAN

The City of Pasadena provides an optional voluntary supplemental life plan in addition to the basic life insurance. If you choose to enroll in this plan the bi-weekly cost is based age, salary and smoking preference. Please contact Classification, Compensation and Benefit Administration Division for rates and enrollment information.

LONG TERM DISABILITY AND SUPPLEMENTAL BENEFIT OPTION

The City of Pasadena offers an optional plan which provides income protection if you become disabled from a covered accidental bodily injury, sickness or pregnancy. The core plan provides a maximum monthly benefit of $900 or a benefit percentage of 50% if the amount is less than $900. The supplemental plan is in addition to the core plan allows you to purchase up to 60% of your monthly salary with a maximum benefit amount of $7,500 or up to 66 2/3% with a maximum benefit of $8000. Please contact Classification, Compensation and Benefit Administration Division for rates and enrollment information.

Long Term & Supplemental Disability Contact Information

Cigna Group Insurance	(800) 547-7975 (Customer Service) (800) 362-4462 (Claims)

FLEXIBLE SPENDING ACCOUNT

The City of Pasadena provides a Section 125 Flexible Spending Account Plan for Dependent Care and Health Care related expenses. The child and dependent care program provides tax savings for eligible dependents under the age of thirteen (13) and the health care spending account provides taxes saving for out of pocket medical expenses. These plans allow employees to designate a monthly salary amount pre-tax to their account.

Flexible Spending Account Contact Information

Discovery Benefits	(866) 451-3399

DEFERRED COMPENSATION

The City of Pasadena allows employees to participate in a Deferred Compensation plan, which uses excess benefit contribution amounts as part of a monthly contribution to the account. There are not additional contributions by the City into this account.

Deferred Compensation Contact Information

The Hartford	(800) 528-9009

EMPLOYEE ASSISTANCE PROGRAM

The City of Pasadena's Employee Assistance Program provides confidential professional assistance to employees and their families, which is designed to assist them in resolving personal issues on their own.

Community Action Employee Assistance Program Contact Information

Community Action EAP (CAEAP)	(800) 777-9376