

New Employee Benefits Checklist: *Civil Service Hourly*

Please send the completed DC 37 Health and Security Plan Enrollment Form to the address provided in the Civil Service Hourly Benefits Folder. Click on the links below to complete and print the required documents, which must be returned to the Benefits Office (East Building – Room 1504) after 90 days of your appointment.

Mandatory Benefits

[Death Benefit Beneficiary Designation](#)

[Health Benefits Application](#)

[Health Benefits Buy-Out Waiver](#)

Optional Benefits

[Flexible Spending Account Brochure](#)

[Flexible Spending Account Enrollment Form](#)

[Edenred Transit Form Guide](#)

[Edenred: Transit Benefit Plans \(State\)](#)

[Edenred: Transit Benefit Plans \(City\)](#)

[Edenred: Park-N-Ride Plans \(State\)](#)

[Edenred: Park-N-Ride Plans \(City\)](#)