

<b>HUMAN RESOURCES MEMORANDUM 17-024</b>		DATE ISSUED: 10/6/2017
SUBJECT: <b>LINK TO DENTAL PLAN ENROLLMENT AUTHORIZATION FORM</b>		REFERENCE: CalHR Announcement
TO: All DGS Employees		SUPERCEDES: None

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**PLEASE ENSURE THAT THIS INFORMATION IS SHARED WITH YOUR EMPLOYEES**

California Department of Human Resources (CalHR) has created an [automated Dental Authorization, Std. 692](#) which is now linked to the Benefits Calculator. Employees can access the automated form and will enter their personal information, print, sign and submit form to the designated Attendance Clerk for forwarding to the Office of Human Resources.

[View instructions](#) on filling out the automated Std. 692 via the Benefits Calculator.

For questions related to this HR Memo, please contact your Attendance Clerk or Personnel Liaison.

**LISA YORK**, Personnel Officer  
Office of Human Resources

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