Q&A for Voluntary Life Insurance
Offered through The Hartford and Los Rios Community College District

TURNING IN APPLICATION

• Where do I turn in my form?
  o Submit Enrollment Forms directly to the Employee Benefits Office:
    1919 Spanos Court, Sacramento, CA 95825
    Campus Mail: DO-Employee Benefits
    Fax or e-mailed forms will not be accepted.

CONTACTS

• Who can I call if I have questions that aren’t answered here?
  Los Rios Employee Benefits Office, 568-3070, DO-Benefits@losrios.edu
  or
  The Hartford, (877) 426-6483, 5:00 a.m. to 3:00 p.m. PST

OCTOBER 22 DEADLINE & ACTIVELY AT WORK CLAUSE

• What happens if I miss the October 22, 2010 deadline?
  o If you miss this opportunity to sign up for life insurance, you can apply for voluntary life
    insurance coverage during open enrollment in April of each year or sooner as a result of a
    family status change. However, if you do not sign up when you or your dependent is first
    eligible (now or within 31 days of the qualifying event for new dependents), coverage can be denied. You and your dependents will be considered “late enrollees” and will be
    subject to evidence of insurability for any amount of insurance, i.e. health questions,
    review of health records, and medical exam.

  • What does “actively at work” mean?
    o The Hartford defines actively at work as follows: You will be considered to be actively at
      work with your Employer on a day which is one of your Employer’s scheduled work days if
      you are performing, in the usual way, all of the regular duties of your job on a full-time
      basis on that day. You will be deemed to be actively at work on a day which is not one of
      your Employer’s scheduled work days only if you were actively at work on the preceding
      scheduled work day.
    o The Hartford is responsible for making the final determination as to whether or not
      someone is considered actively at work.

EMPLOYEE COVERAGE

• How much can I purchase for myself that is Guarantee Issue (no medical questions asked)?
  o 3 times your annual salary or $250,000 whichever is LESS

• What is the maximum I can purchase for myself?
  o 5 times your annual salary or $750,000 whichever is LESS

• Is overload or overtime counted in my salary?
  o NO--use your base salary to calculate how much you can purchase.

• What if my salary isn’t in even 10,000 increments?
  o Round DOWN to next $10,000.
For example:
$43,400 \times 3 = 130,200 \text{ rounded down to } 130,000$

OR
$79,300 \times 3 = 237,900 \text{ rounded down to } 230,000$

- Do I have to purchase in increments of my salary?
  - No. However, you do need to purchase in increments of $10,000. The maximum you can purchase is based on increments of your salary.
  - For example: if 5x your salary is $250,000 but you only want $100,000 in life insurance, that's OK. You can purchase $10,000, $20,000, etc. up to $250,000 before reaching that maximum based on your salary.

- Where do I find out the rates for the Guarantee Issue amounts?
  - The packet that was sent to your home has the rates specific to you and your current age. The entire rate grid is available on the Employee Benefits webpage.

**AMOUNTS OVER THE GUARANTEE ISSUE**

- What happens if I request more than the GI amount?
  - The Guarantee Issue amount will be in effect for all eligible employees as of 12/1/10.
  - The Hartford will send you paperwork for the evidence of insurability process to you to complete for you and/or your spouse. The additional insurance will "kick in" the month after review of your health information and the additional insurance has been approved by The Hartford.
    - If it is not approved, you still keep the guarantee issue amount.
  - A medical exam maybe required, but as determined by The Hartford. The Hartford will cover this expense during this initial enrollment period. (If you are a late enrollee and require a medical exam, The Hartford will not cover the cost of the exam.)

- What happens if I purchase more than the Guarantee Issue and am denied based on my health?
  - You will still get the Guarantee Issue amount of 3xs your annual salary up to $250,000.
  - Only the amount over the GI amount will be denied.

**COVERING YOUR DEPENDENTS**

- Where do I find out the rates for my Domestic Partner / Spouse?
  - Use the same rate grid for your Domestic Partner or Spouse but use YOUR age, not the age of your Domestic Partner or Spouse.

- Can I cover my domestic partner / spouse or my children without buying coverage for myself?
  - No. You must purchase employee coverage to be eligible for dependent coverage. The minimum you can purchase for yourself is $10,000.

- Can I buy $10,000 for myself, but more for my dependent?
  - No. Coverage cannot exceed 100% of the amount you purchase for yourself.

- What's the most I can purchase for my dependents?
  - Domestic Partner/Spouse: up to $150,000 in $5,000 increments not to exceed 100% of the amount you’re purchasing for yourself.
  - Children: $10,000
• Is there any Guarantee Issue for my dependents?
  o Yes.
    ▪ Domestic Partner/Spouse: $30,000
    ▪ Children: $10,000

• Do I have to pay a premium for each child I want to cover?
  o No. $1.10 / month covers all of your eligible children at $10,000 each.

• Are Social Security numbers required for my beneficiaries?
  o SSN #s are not required for the beneficiaries but are strongly recommended as they are unique identifiers and speed up the claims process.

• Can I cover my domestic partner (or spouse) if she also works for the District?
  o No. But she can sign up as an employee.

• Can both my domestic partner (or spouse) and I cover our children if we both work for the District?
  o No. Only one of the employees can cover the children.

• How do I specify the beneficiary for my dependent?
  o By default as the purchaser of the life insurance, you will be the beneficiary for your dependents. You cannot designate someone other than yourself to be the beneficiary for the dependent supplemental life coverage.

AGE REDUCTIONS
• How do I fill out my form if I’m over 60 and subject to the benefit reduction provision?
  o Employees over age 60 have a reduction in the benefit amount. Premiums are based on the reduced value of the life insurance. However, you need to elect the full amount on your enrollment form—The Hartford will calculate the reduced value and your premium from there.
    ▪ Example for a 61-year-old, 12-month employee:
      
      The employee wants to purchase $100,000 in life insurance. She writes $100,000 on the enrollment form.
      
      If she wants to know her premium, she would look at the reduced value $100,000 x 65% = $65,000 value
      $65,000 / $1000 x 0.513 = $33.35/mo

OTHER LIFE INSURANCE
• Does this affect the life insurance I already have through the District?
  o No. This new insurance has no effect on your existing coverage(s).
  o All fully-benefitted employees have a $50,000 life insurance policy paid for by the District.
  o Some employees already have supplemental life insurance they pay for via payroll deduction. This insurance is in addition to what you already have. However, we are strongly encouraging employees to compare their rates to The Hartford insurance. We are also working with The Hartford to possibly “grandfather in” policies which are in excess of The Hartford maximums (for both employees and dependents) which would allow employees to transfer their coverage to The Hartford plan without reducing their coverage amounts.