

From: Karen Giles [karen.giles@meritain.com]
Sent: Thursday, July 15, 2010 4:17 PM
Subject: UPDATE in reference to the upcoming 10th Annual Administration Meetings
Attachments: 10th Annual Administration Meeting Invitation 2010.pdf; Egyptian Communication Guide 7-15-10.pdf; Employer Contact Change Form.pdf; Schedule of Benefits Supply Request Form.pdf



This email is being sent to all of the Superintendents, Board of Managers Members and Bookkeepers we have on file for the Egyptian Trust. If you received this email in error please forward to the appropriate party and contact Krista Breakfield at the Metro East Service Office of Meritain Health to update the contact information.

This notice is being sent to all participating employers in the Egyptian Trust as an update in reference to the upcoming 10th Annual Administration Meetings.

- ✓ We recognize changes in schedules may affect your ability to attend this meeting. We ask if you have already responded that you will be attending and are now unable to attend to please shoot an email to krista.breakfield@meritain.com and if you have not responded please also send a confirmation of your attendance to krista.breakfield@meritain.com. This greatly assists us in determining the amount of supplies, food, etc. we have to bring to all of the meetings. We must have final headcounts for breakfast and lunch no later than July 19th. In addition, we would prefer to not cart around “employer specific” supplies and information that you have requested.
- ✓ Several recent mass emails sent to all schools have been returned to us with “undeliverable” messages as the Superintendent, Bookkeeper, Business Manager has changed. Please be sure to complete the Contact Information form to report any such changes to us so we can be sure everyone receives the appropriate information. Again, this form can be emailed to krista.breakfield@meritain.com or faxed to us at 888-525-2799.
- ✓ We recently requested you complete the form identifying the number of updated Schedule of Benefits you will need for each of the health plans (Platinum, Gold, Silver, and Bronze). We intend to deliver to you at the meetings (which makes it important to know if you will be there or not).

To date, we have received this completed request from 41 of the almost 180 participating employer groups. If you have not yet responded please do so. We cannot guarantee we will be able to fill your order if we do not receive your request by Wednesday, July 21st.

- ✓ We have attached an updated Communication Guide to this email. As you know, the voluntary dental carrier is being changed from United HealthCare to Delta Dental effective September 1, 2010 where Meritain will no longer process the voluntary dental claims and will not be able to answer benefit/eligibility questions on behalf of Delta Dental. Please note your updated contact information with Delta Dental.

Please review this information and respond accordingly.

Also, keep in mind that this annual meeting is the place for you to hear from all of the Egyptian Trust contracted vendors in addition to details about the upcoming benefit and/or plan changes and premium changes. We hold this interactive meeting in order to educate you so you, in turn, may educate your membership.

If you have any questions, comments, or suggestions please do feel free to contact me directly. We look forward to another successful year with you!

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