

Winter, 2009

Why do we ask?

Your group's life insurance benefit should be distributed just exactly how an insured employee intended it to be. The question is, though, how will we know whom to pay in the event of their death?

A beneficiary can be an insured's parent, a spouse, a former spouse, a child, a step-child, a niece or nephew, a friend, a charity, their church or distributed in any combination of the above. To further complicate the issue, everyone's life changes. Marriage, the birth of a child, the loss of a spouse, or even the loss of a parent are all events that often trigger beneficiary activity. So, each time an insured fills out an enrollment form (or change form) we provide an opportunity for the insured to tell us how they want us to distribute their life benefit. (If they need help, examples can be viewed on our website at:

<http://www.advanceinsurance.com/manual.htm>.)

Until we receive the insured's signed and dated form relating their wishes, a beneficiary designation cannot be valid. On receipt of a valid beneficiary designation, the form is electronically recorded for future access. If that designation is not clear (e.g., you can't name yourself as your beneficiary), we will notify both the employer (the group policyholder) and the employee that the designation is not valid. Until a valid beneficiary is named, any proceeds will be distributed according to the successive preference list described in both your group policy and the insured's certificate of coverage in the event of death. All documentation must be received in our office before an insured's death to be valid.

The insured's signature and date are very important as we may have to rely on one or both of them if competing claims are presented in order to determine the insured's wishes.

When a life change impacts a previous beneficiary designation, a new form needs to be sent to AICK immediately. The benefit will be distributed according to the last valid beneficiary designation received by AICK prior to their death.



Reminders

- Please indicate your policy number in the memo field of the premium check if you are not sending it with the payment stub; which, allows us to credit the payment to the correct party.
- Employees must be regularly working the required number of hours each week to be eligible for your life/disability benefits. Don't forget to provide employees that are no longer eligible with a Notice of Conversion Privilege form.
- An employer may retain AICK as the group's life and disability carrier even if they change health carriers.

Introducing...



Diane Scott

Diane is our Manager of Operations at AICK. Her departments cover all the day-to-day activities that range from initial enrollment through paying claims. She started her career with our parent company, Blue Cross and Blue Shield of Kansas, in 1984 and moved to our company in 1987. In the 22-year interim, there are few jobs in her department that she's not done herself; so she knows firsthand how to get things done for our customers.

Kay Shepherd

Kay joined AICK as a Claims Specialist in 2006. While Kay has been in several departments since being hired in 1987 by our parent company, Blue Cross and Blue Shield of Kansas, she feels her experiences in the health underwriting department have been helpful; as is her LPN degree. You'll find she is always glad to help you in the event of a life or disability claim. Kay is the Claims Specialist for businesses beginning with the letters A through L.

EFT (Electronic Funds Transfer) —

is an easy way to pay your monthly premium - AICK can draft it directly from your company's checking account. We can also pay your Long Term Disability benefit payments directly into a claimant's checking or savings account on request.

If you are interested in your premium being drafted, or you have an employee that would like to have their benefit payment direct-deposited, contact AICK at 1.800.530.5989.