Benefits Handbook Date April 1, 2024

Contact Information

Marsh McLennan



Contact Information

For questions not answered in this handbook, or to follow up on a claim, learn more about a network, etc., please use the contact information below.

For questions ab	out
Medical	
Aetna	Claims Administrator
	Aetna
	P.O. Box 981106
	El Paso, TX 79998-1106
	Phone: +1 866 210 7858
	Website: www.aetna.com
	Group #: 868802
	(Be sure to check your claim form or instructions for the address of the claims processing office.)
	Pharmacy Benefits Manager
	CVS Caremark
	One CVS Drive
	Woonsocket, RI 02895
	Phone: +1 844 449 0362
	Website: www.caremark.com
	Group #: 21CW
	Prescription Drug Programs:
	 Rx Savings Solutions
	Phone: +1 800 268 4476
	Website: https://mmc.rxsavingssolutions.com

For questions about...

Anthem BlueCross BlueShield

Claims Administrator

Anthem BlueCross BlueShield

P.O. Box 105187

Atlanta, GA 30348-5187 Phone: +1 855 570 1150 Website: www.anthem.com

Group #: 270146

(Be sure to check your claim form or instructions for the address of

the claims processing office.) **Pharmacy Benefits Manager**

CVS Caremark One CVS Drive

Woonsocket, RI 02895 Phone: +1 844 449 0362 Website: www.caremark.com

Group #: 21CW

Prescription Drug Programs:

Rx Savings Solutions
 Phone: +1 800 268 4476

Website: https://mmc.rxsavingssolutions.com

Kaiser

Claims Administrator

Website: www.kp.org

Kaiser Permanente - Northern CA

Kaiser Foundation Health Plan, Inc.

P.O. Box 12923 Oakland, CA 94612 Phone: +1 800 464 4000

Northern California Group #: 604494

Kaiser Permanente –Southern CA

Kaiser Foundation Health Plan, Inc.

P.O. Box 7004

Downey, CA 90242-0361 Phone: +1 800 464 4000

Southern California Group #: 232189

Kaiser Permanente - CO

Kaiser Foundation Health Plan of Colorado

P.O. Box 373150

Denver, CO 80237-9998 Phone: +1 800 632 9700 Colorado Group #: 35660

For mucotions obsert	·
For questions about	
	Kaiser Permanente - GA
	Kaiser Permanente
	P.O. Box 370010 Denver, CO 80237-9998
	Phone: +1 888 865 5813
	Georgia Group #: 10165
	Kaiser Permanente – MAS (Virginia/Maryland/Washington D.C.)
	Kaiser Permanente
	P.O. Box 371860 Denver, CO 80237-9998
	Phone: +1 800 777 7902
	Virginia/Maryland/Washington D.C. Group #: 23042
	Kaiser Permanente – NW (Oregon and Southwest Washington)
	Kaiser Foundation Health Plan of the Northwest
	Kaiser Permanente Claims Administration
	P.O. Box 370050
	Denver, CO 80237-9998
	Phone: +1 800 813 2000
	Oregon and Southwest Washington Group #: 19847
	Kaiser Permanente – Washington (Western Washington and Spokane area)
	Kaiser Foundation Health Plan of the Washington Kaiser Permanente Claims Administration
	P.O. Box 30766
	Salt Lake City, UT 84130-0766
	Phone: +1 888 901 4636
	Washington Group #: 25988
HMSA's Health Plan	Claims Administrator
Hawaii Plus HMO	HMSA
	P.O. Box 860
	Honolulu, HI 96808-0860
	Phone: +1 808 948 6372
	Website: www.hmsa.com
	Group #: 96770-1 and 96770-3 (COBRA)
	(Be sure to check your claim form or instructions for the address of the claims processing office.)
HMSA's Preferred Provider	Claims Administrator
Plan	HMSA
	P.O. Box 860
	Honolulu, HI 96808-0860
	Phone: +1 808 948 6111
	Website: www.hmsa.com
	Group #: 96770-1 and 96770-3 (COBRA)
	(Be sure to check your claim form or instructions for the address of the claims processing office.)

For questions about...

Surest

Claims Administrator

Surest

P.O. Box 211758
Eagan, MN 55121
Phone: +1 866 683 6440
Website: Benefits.Surest.com

Group #: 78800361

Pharmacy Benefits Manager

CVS Caremark One CVS Drive

Woonsocket, RI 02895 Phone: +1 844 449 0362 Website: www.caremark.com

Group #: 21CW

Prescription Drug Programs:

Rx Savings Solutions
 Phone: +1 800 268 4476

Website: https://mmc.rxsavingssolutions.com

PrudentRx

Phone: +1 800 578 4403

My Benefits Service Center

COBRA Administrator

For election forms and premium payments:

My Benefits Service Center

P.O. Box 2672

Omaha, NE 68108-2672

For all other correspondence: My Benefits Service Center

P.O. Box 350

Conshohocken, PA 19428

Phone: +1 866 324 4087, any business day, 8:30 a.m. to 5:30 p.m.,

Eastern time.

Website: http://www.cobra-link.com/
Retiree Medical Billing Administrator

My Benefits Service Center

Phone: +1 866 324 4087, any business day, 8:30 a.m. to 5:30 p.m.,

Eastern time.

For questions about	
Dental	
Dental Plan	Claims Administrator Metropolitan Life Insurance Company (MetLife) One Madison Avenue New York, NY 10010 Phone: +1 800 942 0854 Website: www.metlife.com/mybenefits (enter "Marsh McLennan" in the account sign in box to enter your company name) Standard Group #: 0313066 Premier Group#: 0313065
Vision	·
Vision Care Plan	Claims Administrator VSP Phone: +1 800 877 7195 Website: www.vsp.com Group #: 40153086
Spending Accounts	
Dependent Care Flexible Savings Account	Claims Administrator Spending Account Service Center P.O. Box 350 Conshohocken, PA 19428 Phone: +1 866 324 4087 Fax: +1 888 788 1928 Website: https://trion.lh1ondemand.com Group #: 36-2668272
Health Care Flexible Savings Account	Claims Administrator Spending Account Service Center P.O. Box 350 Conshohocken, PA 19428 Phone: +1 866 324 4087 Fax: +1 888 788 1928 Website: https://trion.lh1ondemand.com Group #: 36-2668272
Health Savings Account (HSA)	Claims Administrator Spending Account Service Center P.O. Box 350 Conshohocken, PA 19428 Phone: +1 866 324 4087 Fax: +1 888 788 1928 Website: https://trion.lh1ondemand.com Group #: 36-2668272

For questions about...

Limited Purpose Health Care Flexible Savings Account

Claims Administrator

Spending Account Service Center

P.O. Box 350

Conshohocken, PA 19428 Phone: +1 866 324 4087 Fax: +1 888 788 1928

Website: https://trion.lh1ondemand.com

Group #: 36-2668272

Insurance

Basic Life Insurance Plan

Claims Administrator

Metropolitan Life Insurance Company

200 Park Avenue New York, NY 10166 Group #: 1098400

(Be sure to check your claim form for the address of the claims

processing office.)

Contacts

For general information:

HR Services

Phone: +1 866 374 2662, any business day, 8 a.m. to 8 p.m.,

Eastern time.

For filing a claim:

Metropolitan Life Insurance Company

Group Life Claims P.O. Box 3016 Utica, NY 13504

For appealing a claim:

Metropolitan Life Insurance Company

Group Life Claims P.O. Box 3016 Utica, NY 13504

For converting your coverage:

Metropolitan Life Insurance Company

Phone: +1 877 275 6387

For questions about...

Business Travel Accident Insurance Plan

Claims Administrator

National Union Fire Insurance Company of Pittsburgh, Pa (National

Union), an AIG Company

P.O. Box 25987

Shawnee Mission, KS 66225

Phone: +1 800 551 0824 or +1 913 495 6520

Policy Number: MTA 9160537

Contacts

For filing a claim:

National Union Fire Insurance Company of Pittsburgh, Pa (National

Union), an AIG Company

AIG

A&H Claims Division P.O. Box 25987

Shawnee Mission, KS 66225

Phone: +1 800 551 0824 or +1 913 495 6520

Fax: +1 866 893 8574

Email: MTAClaimsSubmssions@aig.com

For appealing a claim

National Union Fire Insurance Company of Pittsburgh, Pa (National

Union), an AIG Company

AIG

A&H Claims Division P.O. Box 25987

Shawnee Mission, KS 66225

Phone: +1 800 551 0824 or +1 913 495 6520

Fax: +1 866 893 8574

Email: MTAClaimsSubmssions@aig.com

For questions about...

Group Variable Universal Life Insurance Plan (GVUL)

Claims Administrator

Metropolitan Life Insurance Company 13045 Tesson Ferry Road

Mail Code A2-10 St Louis, MO 63128 Group #: 0105231

Contacts

For general information:

Mercer Voluntary Benefits (provided by Mercer Health & Benefits Administration)

Phone: +1 800 225 2265, any business day, 8 a.m. to 9 p.m. and Saturdays 8 a.m. to 2 p.m. Eastern time. [You will be transferred to a MetLife GVUL Customer Service Representative.]

Website: www.metlife.com/mybenefits

Enter "Marsh McLennan GVUL." in the Account Sign in box.

For filing a claim:

Metropolitan Life Insurance Company 13045 Tesson Ferry Road Mail Code A2-10 St Louis, MO 63128

For appealing a claim:

Metropolitan Life Insurance Company 13045 Tesson Ferry Road Mail Code A2-10 St Louis, MO 63128

For converting your coverage:

Mercer Voluntary Benefits (provided by Mercer Health & Benefits Administration)

Phone: +1 800 225 2265, any business day, 8 a.m. to 9 p.m. and Saturdays 8 a.m. to 2 p.m. Eastern time. [You will be transferred to a MetLife GVUL Customer Service Representative.]

Personal Excess Liability Insurance Plan

Claims Administrator

Chubb Insurance Company Group #: GPE-157342816

Contacts

For general information:

Mercer Voluntary Benefits (provided by Mercer Health & Benefits Administration)

Phone: +1 800 225 2265, any business day, 8 a.m. to 9 p.m. and

Saturdays 8 a.m. to 2 p.m. Eastern time. Website: www.mmcvoluntarybenefits.com

Website: www.metlife.com/metlife-advice

For questions about...

Voluntary AD&D Plan

Claims Administrator

National Union Fire Insurance Company of Pittsburg, Pa (National

Union), an AIG Company

P.O. Box 25987

Shawnee Mission, KS 66225

Phone: +1 800 551 0824 or +1 913 495 6520

Active Group #: PAI 0009131403-B Retired Group #: PAI 0009132260-B

(Be sure to check your claim form for the address of the claims

processing office.)

Contacts

For filing a claim:

National Union Fire Insurance Company of Pittsburg, Pa (National Union), an AIG Company

AIG

A&H Claims Division

P.O. Box 25987

Shawnee Mission, KS 66225

Phone: +1 800 551 0824 or +1 913 495 6520

Email: ahclaims@aig.com

For appealing a claim:

National Union Fire Insurance Company of Pittsburg, Pa (National

Union), an AIG Company

AIG

A&H Claims Division

P.O. Box 25987

Shawnee Mission, KS 66225

Phone: +1 800 551 0824 or +1 913 495 6520

Email: ahclaims@aig.com

For converting your coverage:

AIG – American Home Assurance Company

c/o Reuben Warner Associates

1655 Richmond Avenue

Staten Island, New York 10312

Phone: +1 800 421 3005 Fax: +1 718 477 7366

For questions about	
Basic Long Term Disability	Claims Administrator The Hartford Life and Accident Insurance Company P.O. Box 14306 Lexington, KY 40512-4306 Phone: +1 866 432 6727 Fax: +1 866 411 5613 Policy #: GLT-342134 For filing an appeal: The Hartford Life and Accident Insurance Company Appeals Unit P.O. Box 14087 Lexington, KY 40512-4087 Fax: +1 855 339 7249
Long Term Disability Bonus Income Plan	Claims Administrator The Hartford Life and Accident Insurance Company P.O. Box 14306 Lexington, KY 40512-4306 Phone: +1 866 432 6727 Fax: +1 866 411 5613 Policy #: GLT-204034 For filing an appeal: The Hartford Life and Accident Insurance Company Appeals Unit P.O. Box 14087 Lexington, KY 40512-4087 Fax: +1 855 339 7249
Optional Long Term Disability	Claims Administrator The Hartford Life and Accident Insurance Company P.O. Box 14306 Lexington, KY 40512-4306 Phone: +1 866 432 6727 Fax: +1 866 411 5613 Policy #: GLT-342135 For filing an appeal: The Hartford Life and Accident Insurance Company Appeals Unit P.O. Box 14087 Lexington, KY 40512-4087 Fax: +1 855 339 7249
Short Term Disability	Claims Administrator The Hartford Life and Accident Insurance Company HR Services (Leave Management Team) +1 866 374 2662

For questions about	
Individual Disability Insurance	Claims Administrator Unum Group The Benefits Center P.O. Box 100262 Columbia, SC 29202-3262 Phone: +1 888 226 7959 (Monday – Friday, 8:00 am to 8:00 pm ET) Fax: +1 866 562 4794 Email: benefitsintake@unum.com www.unum.com/claims For filing an appeal: Unum Group The Appeals Unit PO Box 15112 Worcester, MA 01615-0112 Fax: +1 866 562 4794
Investment and	- Fax. +1 000 302 4794
Savings	
Employee Stock Purchase Plan	For more information after stock is purchased, contact the Plan's service provider, Fidelity Investments: Attn: Employee Stock Plan Services 100 Howe Drive Mailzone HSGD Covington, KY 41015 Website: www.netbenefits.com Contacts Stock Plan Services: +1 800 544 9354 TDD/Hearing Impaired: +1 800 610 4015 Outside the United States:
	Stock Plans Services International: Fidelity.com/globalcall
Benefit Equalization Plan	Plan Administrator – Benefit Equalization Plan c/o Global Benefits Department, 31 st Floor Marsh McLennan 1166 Avenue of the Americas New York, NY 10036
	For appealing a claim: Plan Administrator – Benefit Equalization Plan c/o Global Benefits Department, 31 st Floor Marsh McLennan 1166 Avenue of the Americas New York, NY 10036

For questions about	
Marsh & McLennan	Contacts
Companies Retirement	For filing a claim:
Plan	Plan Administrator – Marsh & McLennan Companies Retirement Plan
	c/o Global Benefits Department, 31st Floor
	Marsh McLennan 1166 Avenue of the Americas New York, NY 10036
	For appealing a claim:
	Plan Administrator – Marsh & McLennan Companies Retirement Plan
	c/o Global Benefits Department, 31st Floor
	Marsh McLennan
	1166 Avenue of the Americas New York, NY 10036
Marsh & McLennan	Contacts
Companies 401(k)	For filing a claim:
Savings & Investment Plan	Plan Administrator – Marsh & McLennan Companies 401(k)
	Savings & Investment Plan
	c/o Global Benefits Department, 31st Floor
	Marsh McLennan
	1166 Avenue of the Americas New York, NY 10036
	For appealing a claim:
	Plan Administrator – Marsh & McLennan Companies 401(k)
	Savings & Investment Plan
	c/o Global Benefits Department, 31st Floor
	Marsh McLennan
	1166 Avenue of the Americas New York, NY 10036
MMA 401(k) Savings &	Contacts
Investment Plan	For filing a claim:
	Plan Administrator – MMA 401(k) Savings & Investment Plan
	c/o Global Benefits Department, 31st Floor
	Marsh McLennan
	1166 Avenue of the Americas New York, NY 10036
	For appealing a claim:
	Plan Administrator – MMA 401(k) Savings & Investment Plan c/o Global Benefits Department, 31st Floor
	Marsh McLennan
	1166 Avenue of the Americas New York, NY 10036

For questions about	
Supplemental Savings & Investment Plan	Contacts For filing a claim: Plan Administrator – Supplemental Savings & Investment Plan c/o Global Benefits Department, 31st Floor Marsh McLennan 1166 Avenue of the Americas New York, NY 10036 For appealing a claim: Plan Administrator – Supplemental Savings & Investment Plan c/o Global Benefits Department, 31st Floor Marsh McLennan 1166 Avenue of the Americas New York, NY 10036
Supplemental Retirement Plan	Plan Administrator – Supplemental Retirement Plan c/o Global Benefits Department, 31st Floor Marsh McLennan 1166 Avenue of the Americas New York, NY 10036 For appealing a claim: Plan Administrator – Supplemental Plan c/o Global Benefits Department, 31st Floor Marsh McLennan 1166 Avenue of the Americas
Voluntary Offerings	New York, NY 10036
Accident Insurance	Claims Administrator Metropolitan Life Insurance Company P.O. Box 80826 Lincoln, NE 68501-0826 Phone: +1 800 GET MET8 (+1 800 438 6388) Website: https://www.metlife.com/info/mmc
Choice Auto and Home Insurance Program	To receive a quote, apply for coverage, or ask questions: Contact Mercer Voluntary Benefits (provided by Mercer Health & Benefits Administration) Phone: +1 800 225 2265, any business day, 8 a.m. to 9 p.m. and Saturdays 8 a.m. to 2 p.m. Eastern time. Website: www.mmcvoluntarybenefits.com
Critical Illness	Claims Administrator Metropolitan Life Insurance Company P.O. Box 80826 Lincoln, NE 68501-0826 Phone: +1 800 GET MET8 (+1 800 438 6388) Website: https://www.metlife.com/info/mmc

For questions about	
Hospital Indemnity	Claims Administrator Metropolitan Life Insurance Company P.O. Box 80826 Lincoln, NE 68501-0826 Phone: +1 800 GET MET8 (+1 800 438 6388) Website: https://www.metlife.com/info/mmc
Identity Protection Benefit Program	Allstate Identity Protection 7350 N Dobson Rd Suite 101 Scottsdale, AZ 85256 Contact Mercer Voluntary Benefits (provided by Mercer Health & Benefits Administration) Phone: +1 800 225 2265, any business day, 8 a.m. to 9 p.m. and Saturdays 8 a.m. to 2 p.m. Eastern time. Website: www.mmcvoluntarybenefits.com
Legal Assistance Plan	Claims Administrator MetLife Legal Plans 1111 Superior Avenue Cleveland, OH 44114-2507 Phone: +1 800 535 4137 Website: www.mmcvoluntarybenefits.com Group #: 130 (This is the main business address for the Administrator. Be sure to check your claim form or instructions for the address of the claims processing office.) Contacts
	For filing a claim: MetLife Legal Plans 1111 Superior Avenue Cleveland, OH 44114-2507 For appealing a claim: MetLife Legal Plans 1111 Superior Avenue Cleveland, OH 44114-2507 For converting your coverage: MetLife Legal Plans Phone: +1 800 535 4137 Website: www.mmcvoluntarybenefits.com

For questions about	
Personal Life Insurance	Claims Administrator
Plan	Unum
	1 Fountain Square
	Chattanooga, TN 37402
	Phone: +1 800 635 5597
	Group #: 0008604789
	Contact
	Mercer Voluntary Benefits (provided by Mercer Health & Benefits
	Administration) "
	Phone: +1 800 225 2265, any business day, 8 a.m. to 9 p.m. and
	Saturdays 8 a.m. to 2 p.m. Eastern time.
	Contacts
	For filing a claim:
	Unum
	The Benefits Center
	P.O. Box 100158
	Columbia, SC 29202-3158
	Phone: +1 800 635 5597
	Fax: +1 800 447 2498
	For appealing a claim:
	Unum
	The Benefits Center
	Appeals Unit – 1 North
	P.O. Box 180136
	Chattanooga, TN 37401-3030
D. (I DI	Fax: +1 423 755 8383
Pet Insurance Plan	Claims Administrator
	Nationwide®
	Website: http://benefits.petinsurance.com/mmc-pr Contacts
	For general information:
	Mercer Voluntary Benefits (provided by Mercer Health & Benefits
	Administration) Phone: +1 800 225 2265, any business day, 8 a.m. to 9 p.m. and
	Saturdays 8 a.m. to 2 p.m. Eastern time.
	Website: www.mmcvoluntarybenefits.com
Additional Programs	Website: WWW.illinevolution yberiefite.com
Goldman Sachs Ayco	The Ayco Company, L.P., A Goldman Sachs Company
SurvivorSupport®	100 Coliseum Drive
Financial Counseling	Cohoes, NY 12047
Service	,
Gervice	Phone: +1 800 235 3417. Normal business hours are Monday through Friday, 8:00 a.m. – 5:00 p.m. Eastern time, with evening appointments available.

For questions about	
Teladoc Medical Experts	Claims Administrator
Program	Teladoc Medical Experts 1250 Hancock Street Quincy, MA 02169 Phone: +1 800 835 2362
	Website: www.teladoc.com/MedicalExperts
	Contacts
	For filing a claim:
	Teladoc Medical Experts 1250 Hancock Street Quincy, MA 02169
	For appealing a claim:
	Teladoc Medical Experts
	1250 Hancock Street
	Quincy, MA 02169
	For COBRA coverage:
	My Benefits Service Center Phone: +1 866 324 4087
Bright Horizons Family	Bright Horizons Back-Up Care
Solutions	Bright Horizons Enhanced Family Supports
	Phone: +1 877 242 2737 – 24 hours a day, 7 days a week
	Website: Go to clients.brighthorizons.com/mmc
	First time user: Employer Username is MMCo and Employer Password is 4Backup. Upon registration, create a Username and Password.

For questions about	
Employee Assistance	Claims Administrator
Program (EAP)	Cigna Behavioral Health 3636 Nobel Drive Suite 150 San Diego, CA 92122 Phone: +1 800 382 3432
	Contacts
	For filing a claim: Cigna Behavioral Health 3636 Nobel Drive Suite 150 San Diego, CA 92122
	For appealing a claim:
	Cigna Behavioral Health 3636 Nobel Drive Suite 150 San Diego, CA 92122
	For COBRA coverage:
	My Benefits Service Center Phone: +1 866 324 4087
	Website: www.mycigna.com
	The Employer ID is mmc . The Employer ID is needed only for initial registration. Under "What best describes you", select "I want to register for the Employee Assistance Program ONLY". Upon registration, create a User ID and Password.
Family Resource Program	Care.com
	Phone: +1 800 277 1032
	Website: www.care.com/yourbenefits
	First time user: Select Marsh McLennan for Employer Name and enter email address. You will also need your Employee ID.
	Email: cfbhelp@care.com

For questions about	
Health Advocate Program	Claims Administrator Health Advocate 3043 Walton Road, Suite 150 Plymouth Meeting, PA 19426 Phone: +1 866 799 2488 Website: www.healthadvocate.com/members First time user: Enter Marsh McLennan and click continue. Click on register now to create a username and password. Contacts For filing a claim: Health Advocate 3043 Walton Road, Suite 150 Plymouth Meeting, PA 19426 For appealing a claim: Health Advocate 3043 Walton Road, Suite 150 Plymouth Meeting, PA 19426 For COBRA coverage: My Benefits Service Center
MSK Direct Program	Phone: +1 866 324 4087 MSK Direct Hours: Any business day, from 8:00 a.m. to 6:00 p.m. Eastern time Phone: +1 844 MMC 2MSK (+1 844 662 2675) Website: https://www.mskcc.org/direct/mskdirectforyou
Sword Health Prevention Program	Sword Health Hours: Monday through Friday, 9:00 am to 6:00 pm Eastern time Phone: +1 888 492 1860 Website: join.swordhealth.com/mm/ Email: help@swordhealth.com
Transportation Reimbursement Incentive Program (TRIP)	HealthEquity Phone: +1 877 924 3967, 24/7 (with the exception of Federal Holidays) Website: www.healthequity.com Click on Login, select WageWorks and click on Employee Login. First time user: select register. Returning user: enter username and password. Group #: 1732
Educational Programs	
Scholarship Program	National Merit Scholarship Corporation Phone: +1 847 866 5100