

Benefits Handbook Date January 1, 2018

Contact Information

Marsh & McLennan Companies



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 about...

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

Express Scripts
 P.O. Box 2187
 Lee's Summit, MO 64063-2187
 Phone: +1 800 987 8360
 Website: www.express-scripts.com
 Group #: MMCRX05

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 #: 003330152

*For inquiries regarding services or benefits prior to January 1, 2014, call +1 866 219 8695.

(Be sure to check your claim form or instructions for the address of the claims processing office.)

Pharmacy Benefits Manager

Express Scripts
 P.O. Box 2187
 Lee's Summit, MO 64063-2187
 Phone: +1 800 987 8360
 Webster: www.express-scripts.com
 Group #: MMCRX05

For questions about...

Kaiser***Claims Administrator*****Kaiser Permanente – Northern and Southern CA**

Kaiser Foundation Health Plan, Inc.

Special Services Unit

P.O. Box 23280

Oakland, CA 94623

Phone: +1 800 464 4000

Northern California Group #: 604494

Southern California Group #: 232189

Kaiser Permanente - CO

Kaiser Foundation Health Plan of Colorado

P.O. Box 378066

Denver, CO 80237-8066

Phone: +1 800 632 9700

Colorado Group #: 35660

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/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/Washington Group #: 19847

Website: www.kaiserpermanente.org**HMSA's Health Plan
Hawaii Plus HMO*****Claims Administrator***

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.)

For questions about...

HMSA's Preferred Provider Plan
Claims Administrator

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.)

UnitedHealthcare
Claims Administrator

UnitedHealthcare
 P.O. Box 740800
 Atlanta, GA 30374-0800
 Phone: +1 866 540 5954
 Website: www.myuhc.com
 Group #: 098400
 (Be sure to check your claim form or instructions for the address of the claims processing office.)

Pharmacy Benefits Manager

Express Scripts
 P.O. Box 2187
 Lee's Summit, MO 64063-2187
 Phone: +1 800 987 8360
 Website: www.express-scripts.com
 Group #: MMCRX05

Trion
COBRA Administrator

For election forms and premium payments:
 Trion Group, Inc.
 P.O. Box 2672
 Omaha, NE 68108-2672
 For all other correspondence:
 Trion Group, Inc.
 2300 Renaissance Boulevard
 King of Prussia, PA 19406
 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

Trion Group, Inc.
 Phone: +1 866 324 4087, any business day, 8:30 a.m. to 5:30 p.m., Eastern time.

Dental

For questions about...

Dental Plan	<p><i>Claims Administrator</i> 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 Companies" in the account sign in box to enter your company name) Standard Group #: 0313066 Premier Group#: 0313065</p>
--------------------	--

Vision

Vision Care Plan	<p>VSP Phone: +1 800 877 7195 Email: www.vsp.com Online chat: www.vsp.com Low Option Group #: 30052197 High Option Group #: 30052197003</p>
-------------------------	--

Spending Accounts

Dependent Care Flexible Savings Account	<p><i>Claims Administrator</i> Trion Spending Account Service Center FSA Claims Processing 2300 Renaissance Blvd. King of Prussia, PA 19406 Phone: +1 866 324 4087 Fax: +1 888 788 1928 Website: https://trion.lh1ondemand.com Group #: 36-26688272</p>
--	--

Health Care Flexible Savings Account	<p><i>Claims Administrator</i> Trion Spending Account Service Center FSA Claims Processing 2300 Renaissance Blvd. King of Prussia, PA 19406 Phone: +1 866 324 4087 Fax: +1 888 788 1928 Website: https://trion.lh1ondemand.com Group #: 36-26688272</p>
---	--

Health Savings Account (HSA)	<p><i>Claims Administrator</i> Trion Spending Account Service Center 2300 Renaissance Blvd. King of Prussia, PA 19406 Phone: +1 866 324 4087 Fax: +1 888 788 1928 Website: https://trion.lh1ondemand.com Group #: 36-26688272</p>
-------------------------------------	---

For questions about...

Limited Purpose Health
Care Flexible Savings
Account

Claims Administrator

Trion Spending Account Service Center
FSA Claims Processing
2300 Renaissance Blvd.
King of Prussia, PA 19406
Phone: +1 866 324 4087
Fax: +1 888 788 1928
Website: <https://trion.lh1ondemand.com>
Group #: 36-26688272

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:**

Employee Service Center
Phone: +1 866 374 2662, any business day, 8 a.m. to 8 p.m., Eastern time.

For filing a claim:

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

For appealing a claim:

MetLife
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, a division
of American International Group (AIG)

AIG Claims

P.O. Box 25987

Shawnee Mission, KS 66225

Phone: +1 800 551 0824

Policy Number: GTP 9129189-A

Contacts**For filing a claim:**

National Union Fire Insurance Company of Pittsburgh, PA, a division
of American International Group (AIG)

AIG Claims

P.O. Box 25987

Shawnee Mission, KS 66225

Phone: +1 800 551 0824

For appealing a claim

National Union Fire Insurance Company of Pittsburgh, PA, a division
of American International Group (AIG)

AIG Claims

P.O. Box 25987

Shawnee Mission, KS 66225

Phone: +1 800 551 0824

For questions about...

**Group Variable Universal
Life Insurance Plan**
Claims Administrator

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

Contacts
For general information:

Mercer Voluntary Benefits

Phone: +1 800 225 2265, Monday - Friday, 8 a.m. - 10 p.m., Eastern time [You will be transferred to a MetLife GVUL Customer Service Representative.]

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

Phone: +1 800 225 2265, Monday - Friday, 8 a.m. - 10 p.m., Eastern time [You will be transferred to a MetLife GVUL Customer Service Representative.]

Website: www.metlife.com/metlife-advice

**Personal Excess Liability
Insurance Plan**

Mercer Health & Benefits Administration

Phone: +1 800 225 2265, any business day, 8 a.m. to 6 p.m.
Eastern time.

Website: www.mmcvoluntarybenefits.com

Group #: GPE-157342816

For questions about...

Long Term Care Insurance Plan**Claims Administrator**

Genworth Life Insurance Company
 Group Processing Center – Marsh & McLennan Companies
 P.O. Box 64010
 St. Paul, MN 55164-0010
 Telephone: +1 800 416 3624
 Policy Numbers: 11034 and 11035

Contacts**For filing a claim:**

Genworth Life Insurance Company
 Group Processing Center – Marsh & McLennan Companies
 P.O. Box 64010
 St. Paul, MN 55164-0010

For appealing a claim:

Genworth Life Insurance Company
 Group Processing Center – Marsh & McLennan Companies
 P.O. Box 64010
 St. Paul, MN 55164-0010

Voluntary AD&D Plan**Claims Administrator**

National Union Fire Insurance Company, an AIG Company
 P.O. Box 25987
 Shawnee Mission, KS 66225
 Phone: +1 800 551 0824
 Active Group #: 9131403
 Retired Group #: 8062289

(Be sure to check your claim form for the address of the claims processing office.)

Contacts**For filing a claim:**

AIG
 A&H Claims Division
 P.O. Box 25987
 Shawnee Mission, KS 66225
 Phone: +1 800 551 0824

For appealing a claim:

AIG
 A&H Claims Division
 P.O. Box 25987
 Shawnee Mission, KS 66225
 Phone: +1 800 551 0824

For converting your coverage:

AIG
 c/o Reuben Warner Associates
 1655 Richmond Avenue
 Staten Island, New York 10312
 Phone: +1 800 421 3005 ext. 320

For questions about...

Disability

Basic Long Term Disability ***Claims Administrator***
 The Hartford Life Insurance Companies
 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
 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 Insurance Companies
 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
 Appeals Unit
 P.O. Box 14087
 Lexington, KY 40512-4087
 Fax: +1 855 339 7249

**Optional Long Term
 Disability** ***Claims Administrator***
 The Hartford Life Insurance Companies
 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
 Appeals Unit
 P.O. Box 14087
 Lexington, KY 40512-4087
 Fax: +1 855 339 7249

For questions about...	
Short Term Disability	<p>Claims Administrator The Hartford Life Insurance Companies</p> <p>Employee Service Center (Leave Management Team) +1 866 374 2662 Prompt #7</p>
Investment and Savings	
Employee Stock Purchase Plan	<p>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</p> <p>Contacts Stock Plan Services: +1 800 544 9354 TDD/Hearing Impaired: +1 800 610 4015</p> <p>Outside the United States: Stock Plans Services International: Fidelity.com/globalcall</p>
Benefit Equalization Plan	<p>Plan Administrator – Benefit Equalization Plan c/o Global Benefits Department, 3rd Floor Marsh & McLennan Companies, Inc. Waterfront Corporate Center 121 River Street Hoboken, NJ 07030-5794</p> <p>For appealing a claim: Plan Administrator – Benefit Equalization Plan c/o Global Benefits Department, 3rd Floor Marsh & McLennan Companies, Inc. Waterfront Corporate Center 121 River Street Hoboken, NJ 07030-5794</p>

For questions about...	
Marsh & McLennan Companies Retirement Plan	<p>Contacts</p> <p>For filing a claim: Plan Administrator – Marsh & McLennan Companies Retirement Plan c/o Global Benefits Department, 3rd Floor Marsh & McLennan Companies, Inc. Waterfront Corporate Center 121 River Street Hoboken, NJ 07030-5794</p> <p>For appealing a claim: Plan Administrator – Marsh & McLennan Companies Retirement Plan c/o Global Benefits Department, 3rd Floor Marsh & McLennan Companies, Inc. Waterfront Corporate Center 121 River Street Hoboken, NJ 07030-5794</p>
Marsh & McLennan Companies 401(k) Savings & Investment Plan	<p>Contacts</p> <p>For filing a claim: Plan Administrator – Marsh & McLennan Companies 401(k) Savings & Investment Plan c/o Global Benefits Department, 3rd Floor Marsh & McLennan Companies, Inc. Waterfront Corporate Center 121 River Street Hoboken, NJ 07030-5794</p> <p>For appealing a claim: Plan Administrator – Marsh & McLennan Companies 401(k) Savings & Investment Plan c/o Global Benefits Department, 3rd Floor Marsh & McLennan Companies, Inc. Waterfront Corporate Center 121 River Street Hoboken, NJ 07030-5794</p>

For questions about...

MMA 401(k) Savings & Investment Plan**Contacts****For filing a claim:**

Plan Administrator – MMA 401(k) Savings & Investment Plan
c/o Global Benefits Department, 3rd Floor

Marsh & McLennan Companies, Inc.
Waterfront Corporate Center
121 River Street
Hoboken, NJ 07030-5794

For appealing a claim:

Plan Administrator – MMA 401(k) Savings & Investment Plan
c/o Global Benefits Department, 3rd Floor

Marsh & McLennan Companies, Inc.
Waterfront Corporate Center
121 River Street
Hoboken, NJ 07030-5794

Supplemental Savings & Investment Plan**Contacts****For filing a claim:**

Plan Administrator – Supplemental Savings & Investment Plan
c/o Global Benefits Department, 3rd Floor

Marsh & McLennan Companies, Inc.
Waterfront Corporate Center
121 River Street
Hoboken, NJ 07030-5794

For appealing a claim:

Plan Administrator – Supplemental Savings & Investment Plan
c/o Global Benefits Department, 3rd Floor

Marsh & McLennan Companies, Inc.
Waterfront Corporate Center
121 River Street
Hoboken, NJ 07030-5794

Supplemental Retirement Plan

Plan Administrator – Supplemental Retirement Plan
c/o Global Benefits Department, 3rd Floor

Marsh & McLennan Companies, Inc.
Waterfront Corporate Center
121 River Street
Hoboken, NJ 07030-5794

For appealing a claim:

Plan Administrator – Supplemental Plan
c/o Global Benefits Department, 3rd Floor

Marsh & McLennan Companies, Inc.
Waterfront Corporate Center
121 River Street
Hoboken, NJ 07030-5794

Employee Programs and Policies**Voluntary Offerings**

For questions about...	
Accident Insurance	<p>Claims Administrator Metropolitan Life Insurance Company P.O. Box 80826 Lincoln, NE 68501-0826 Phone: +1 800 GET MET8 Website: https://www.metlife.com/mmc/index.html</p>
Choice Auto and Home Insurance Program	<p>To receive a quote, apply for coverage, or ask questions: Contact: Mercer Health & Benefits Administration Phone: +1 800 225 2265, any business day, 8 a.m. to 6 p.m. Eastern time. Website: www.mmcvoluntarybenefits.com</p>
Critical Illness	<p>Claims Administrator Metropolitan Life Insurance Company P.O. Box 80826 Lincoln, NE 68501-0826 Phone: +1 800 GET MET8 Website: https://www.metlife.com/mmc/index.html</p>
Hospital Indemnity	<p>Claims Administrator Metropolitan Life Insurance Company P.O. Box 80826 Lincoln, NE 68501-0826 Phone: +1 800 GET MET8 Website: https://www.metlife.com/mmc/index.html</p>
Identity Protection Benefit Program	<p>InfoArmor 7001 N. Scottsdale Road Suite 2020 Scottsdale, AZ 85253 Phone: +1 800 225 2265 Website: www.mmcvoluntarybenefits.com</p>

For questions about...

Legal Assistance Plan

Claims Administrator
Hyatt Legal Plans, Inc.
1111 Superior Avenue
Cleveland, OH 44114-2507
Phone: +1 800 821 6400
Website: www.mmvoluntarybenefits.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:

Hyatt Legal Plans, Inc.
1111 Superior Avenue
Cleveland, OH 44114-2507

For appealing a claim:

Hyatt Legal Plans, Inc.
1111 Superior Avenue
Cleveland, OH 44114-2507

For converting your coverage:

Hyatt Legal Plans, Inc.
Phone: +1 800 821 6400
Website: www.mmvoluntarybenefits.com

For questions about...

Personal Life Insurance Plan

Claims Administrator
 Unum
 1 Fountain Square
 Chattanooga, TN 37402
 Phone: +1 800 635 5597
 Group #: 0008604789
 Contact:
 Mercer Health & Benefits Administration
 Phone: +1 800 225 2265

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
 Fax: +1 423 755 8383

Pet Insurance Plan

Nationwide
 Phone: +1 800 225 2265
 Website: www.petinsurance.com/affiliates/mmc_pr

Additional Programs

**Ayco's SurvivorSupport®
Financial Counseling
Service**

The Ayco Company, L.P., A Goldman Sachs Company
 One Wall Street
 Albany, NY 12205
 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...

Best Doctors Program

Claims Administrator
 Best Doctors
 1 Boston Place, 32nd Floor
 Boston, MA 02108
 Phone: +1 866 904 0910
 Website: <http://bestdoctors.com/healthymemmc>
 Contacts
For filing a claim:
 Best Doctors
 1 Boston Place, 32nd Floor
 Boston, MA 02108
For appealing a claim:
 Best Doctors
 1 Boston Place, 32nd Floor
 Boston, MA 02108
For COBRA coverage:
 Trion
 Phone: +1 866 324 4087

Bright Horizons Back-up Care Advantage Program

Back-up Care Advantage Program
 Phone: +1 877 242 2737 – 24 hours a day, 7 days a week
 Website: Go to www.backup.brighthorizons.com.
 The login information for the website is as follows: username = MMCo and password = 4Backup.

Employee Assistance Program (EAP)

Claims Administrator
 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:
 Trion
 Phone: +1 866 324 4087
 Website: Go to Colleague Connect (<https://colleagueconnect.mmc.com>). Click **Career & Rewards** and select **Employee Assistance Program (EAP)** under Programs. The Employer ID to access the site is: **mmc**.

For questions about...	
Family Resource Program	<p>LifeCare Phone: +1 800 873 4636 Website: http://member.lifecare.com First time user: registration code is MMC and member ID is Employee ID.</p>
Health Advocate Program	<p>Claims Administrator Health Advocate 3043 Walton Road, Suite 150 Plymouth Meeting, PA 19426 Phone: +1 866 799 2488 Website: www.healthadvocate.com/healthymemmc</p> <p>Contacts</p> <p>For filing a claim: Health Advocate 3043 Walton Road, Suite 150 Plymouth Meeting, PA 19426</p> <p>For appealing a claim: Health Advocate 3043 Walton Road, Suite 150 Plymouth Meeting, PA 19426</p> <p>For COBRA coverage: Trion Phone: +1 866 324 4087</p>

For questions about...	
Healthyroads Program	<p>Claims Administrator Healthyroads P.O. Box 509040 San Diego, CA 92150-9040 Phone: +1 877 330 2746 Email: service@healthyroads.com Website: www.Healthyroads.com Contacts</p> <p>For filing a claim: Healthyroads Attn: Customer Service Department P.O. Box 509040 San Diego, CA 92150-9040 Phone: +1 877 330 2746 Email: service@healthyroads.com</p> <p>For appealing a claim: Healthyroads Attn: Appeals and Grievance Department P.O. Box 509040 San Diego, CA 92150-9040 Phone: +1 877 330 2746 Email: service@healthyroads.com</p> <p>For COBRA coverage: Trion Phone: +1 866 324 4087</p>
HelloWallet	<p>HelloWallet Hours: Any business day, 10:00 a.m. – 7:00 p.m. Eastern time. Phone: +1 866 554 3556 Website: www.hellowallet.com/mmc Email: support@hellowallet.com</p>
Matching Gifts to Education Program	<p>Marsh & McLennan Companies Matching Gifts to Education Program Phone: +1 877 427 4483 Fax: +1 609 799 8019 Email: mmc@easymatch.com</p>
MSK Direct Program	<p><i>MSK Direct</i> Hours: Any business day, from 8:30 a.m. to 5:30 p.m. Eastern time Phone: +1 844 MMC 2MSK (+1 844 662 2675)</p>
Transportation Reimbursement Incentive Program (TRIP)	<p>WageWorks Phone: +1 877 924 3967, any business day, from 9 a.m. to 8 p.m. Eastern time Website: www.wageworks.com Group #: 1732</p>
Educational Programs	

For questions about...	
Scholarship Program	National Merit Scholarship Corporation Phone: +1 847 866 5100
Tuition Assistance	Contact your Human Resources representative or your manager.
