



BHanney
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To: VHaas/Ser@SER084R1.STATE.IL.US
cc:
Subject: NewsFlash



Voluntary Group Term Life Insurance Plan (NCPERS)

The Voluntary Group Term Life Insurance Plan (NCPERS) Enrollment Period runs from February 1, 2010 through March 31, 2010

Enrollment letters to active employees not currently enrolled in the Plan are being mailed the week of February 1st. Employees interested in enrolling in this Plan are instructed to visit the website www.NCPERSVoluntaryLife.com/srs for information, enrollment instructions and forms.

If employees contact your agency about the program and/or the enrollment, please refer them to the referenced website or HealthSmart Benefit Solutions at 800-525-8056.

Attention Payroll Officers: Take deductions on the 1-15 pay periods depending on when the enrollment card is submitted. *Examples :*

- An employee submits an enrollment card prior to the February 1- 15 cutoff. The deduction should be taken from the February 1-15 pay period.
- An employee submits an enrollment card after the February 1 – 15 cutoff. The deduction should be taken on the March 1-15 pay period.
- An employee submits an enrollment card after the March 1 -15 cutoff. The deduction should be taken on the April 1 – 15 pay period.
- Do not accept enrollment cards after March 31, 2010.

If you have questions about this Plan, please contact Patti Casey at SERS at 217-785-7047.