311: Group Insurance Enrollment

300: Human Resources · https://milo.masseyservices.com/docs/311-group-insurance-enrollment/

Section: Human Resources

Subject: Group Insurance Enrollment

Approved by: Harvey L. Massey

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Policy Owner: Director of Human Resources

Policy

Aetna Life & Casualty is the insurance carrier for employee and dependent coverage for Major Medical, Life and Accidental Death and Dismemberment (AD&D) Insurance.

The enrollment form should be completed by every employee. Anyone electing not to be covered under this medical program should complete employee portion of enrollment form, (including beneficiary), sign and date the form, and indicate under "SPECIAL REMARKS" (#21) that medical coverage is being refused.

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