**Q&A: Transition from Guardian to MetLife & Open Enrollment**

**Effective May 1, 2018**

**Q: Why is Averett changing life insurance companies?**

A: Averett is changing the provider for life insurance/accidental death & dismemberment (AD&D) and long term disability (LTD) coverage to take advantage of substantially lower rates for equivalent coverage. This change means everyone will benefit from lower premium payments.

**Q: I already have supplemental insurance though Guardian, will that be affected?**

A: Yes, but in good ways! Your supplemental coverage (for you, your spouse, and children, as you have elected) will move to MetLife automatically as part of our transition. The good news is that the voluntary life rates for employees, spouses and children are all lower than they were with Guardian, so this is an excellent opportunity to increase your coverage. You will not have to provide evidence of insurability. If you want to compare coverage cost, look at your pay stub to see what you pay for coverage through Guardian and then compare to the estimated premium information provided in the MetLife materials sent through email.

**Q: I do not have supplemental life insurance now, can I add it as part of the change to MetLife?**

A: Absolutely! MetLife has offered to hold a short open enrollment for our employees as part of the change. That means that you can add supplemental insurance on yourself, your spouse, and children at lower rates without providing evidence of insurability up to plan limits. But, to take advantage of this one-time opportunity, you must complete enrollment by the deadline.

**Q: Is there any other benefit to this change?**

A: Yes. MetLife is also making a new offer for optional coverage for Averett employees and their dependents. In addition to life insurance, you can purchase extra AD&D at affordable rates, up to the limit of optional life you purchase. The AD&D benefit cannot exceed the purchased life benefit for you and your spouse and children. Information on the rates for this coverage will be available during the open enrollment period.

Also, the MetLife supplemental coverage has several other benefits that are explained in your information packet. These features include access to grief counseling services for major loss situations such as death, divorce, terminal illness, or loss of a pet. Other benefits include funeral discounts through the Dignity Memorial network; access to a lawyer to prepare or update a will through Hyatt Legal Plans at no additional cost; and MetLife Estate Resolution Services for assistance to your executor/administrator with probate of your estate. Finally, the coverage is portable, so if you leave Averett, you may choose to continue your life insurance coverage.

**Q: What else should I consider during the change to MetLife?**

A: Since we are changing carriers, now is a good time to make sure your insurance beneficiary information is correct and current. If you have had a major life event, such as marriage, divorce, death in the family, birth, etc., it may be appropriate to update your beneficiary choices.

**Q: What do I need to do?**

A: If you are not making any changes to your coverage, you do not need to do anything. However, if you are changing your coverage, adding supplemental life insurance coverage or accidental death/dismemberment coverage, or adding insurance on your spouse or dependents, **you must complete the paperwork and return it to Tammy Wall in Human Resources no later than close of business on Monday, April 16, 2018. No exceptions can be made.**