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To: Personnel Officers
Benefits Officers

From: Cathy Robinson, Director
Human Resources Administration

Subject: 1995 BENEFITS UPDATES

Effective August 1, Safeguard replaced PMI as the CSU’s prepaid dental plan. The following summarizes administrative issues to keep in mind when assisting your employees:

• Employees previously enrolled in PMI who did not elect to change to Delta have been enrolled in Safeguard, even if they failed to complete a new dental enrollment form. Delta participants remain enrolled in Delta unless a Safeguard enrollment was processed during open enrollment.

• To ensure that the most current information is transferred, Safeguard is using the July 1995 pay period deduction tape and the open enrollment forms from the State Controller’s Office. This information is being supplemented by a one-time tape of PMI dependent and provider information. Safeguard should have a complete eligibility file by August 7.

• If an employee needs immediate or emergency assistance during the transition period, Safeguard can provide telephone authorization to the employee’s dentist. Please call (800) 352-4341 (press “3” for the Benefits Services Department) for further instructions.

• Because not all employees have specified which Safeguard provider they wish to use, Safeguard requests employees to call (800) 352-4341 (press “3” for the Benefits Services Department) to verify their provider assignment and/or to specify the provider of their choice. Employees may contact Safeguard after August 7th.

(Over)

Distribution:
Presidents
Vice Chancellor, Human Resources and Operations
Payroll Supervisors
• Dental work which was already in progress prior to August 1, 1995, may be covered by the employee’s prior plan, rather than by Safeguard. For example, teeth prepped for crowns, or root canals in progress as of July 31, are the responsibility of the prior carrier. If, however, only X-rays have been taken and the work has not yet actually been started, the procedure will be the new carrier’s responsibility.

• Special rules apply to orthodontia in progress as of July 31:

1) If the prior carrier was Delta and the employee requested a carrier change, orthodontia coverage with Delta ceases on July 31st and Safeguard will select the employee’s or dependent’s orthodontist for continuation of orthodontia treatment. Safeguard assumes responsibility for the orthodontia on August 1st. It is important for the employee to verify that the orthodontist is approved by Safeguard if he/she plans to continue treatment with the same provider.

2) If the prior carrier was PMI, coverage for the remainder of the orthodontic treatment is covered under the PMI contract, and the patient does not need to switch to a Safeguard provider for this particular treatment. Refer to page 11, Item D, of the PMI Evidence of Coverage brochure if you have any question on this point. While individual orthodontists may not be familiar with this provision, they may obtain confirmation directly from PMI.

If you are unable to resolve any work-in-progress disputes, or if you have any other questions, please contact Theresa Hines at (310) 985-2674.

CR/dth