



# Group Life Insurance Plan

## Options upon Termination or Retirement

### **Do I have an option to continue my Group Life Insurance coverage if my employment terminates?**

Yes, within 31 days of your life insurance coverage ending or reducing, subject to the benefit provisions of the Group Life Insurance contract with The Canada Life Assurance Company, you may convert an amount up to \$250,000.00 in Basic Life Insurance and/or Optional Life Insurance to an individual insurance policy. Your spouse may also convert his/her insured amount of Basic Dependent Life coverage to an individual insurance policy.

Conversion will be subject to the following conditions:

- Your insurance coverage must terminate on or before your 65th birthday.
- Application for the individual policy and the first premium payment must be made within 31 days of the date of your termination.
- The amount of insurance you elect to convert must be equal to or less than the amount of insurance you had in force with the Group Life Insurance Plan upon your termination.
- The individual insurance policy you select shall be either:
  - Any one of the regular policies other than term insurance customarily being issued by Canada Life at the time of your conversion, or
  - A non-renewable term insurance policy to age 65, or
  - A one-year non-renewable term insurance policy with premiums payable not more frequently than quarterly.
  - Some other restrictions may apply.

## How do I convert my Basic Life or Optional Life coverage to an individual insurance policy?

In order to convert your Group Life insurance to an individual plan please contact 3sHealth for the Group Life Conversion Privilege Notification form. Conversion must be completed within 31 days after your date of termination of employment or if still working at your 65th birthday and is subject to the provisions of the Group Life Insurance contract with Canada Life.

You must consult with a financial security advisor. You can schedule a meeting with an advisor by visiting the **Canada Life Website (LINK)** and completing the form in the Contact Us section at the bottom of the page or by calling one of the offices directly at Regina 306-586-0905 or Saskatoon 306-934-7060.

## Do I have an option to continue my Group Life Insurance coverage if I take early retirement (prior to age 65)?

Yes. If you take an early retirement, you have the option to continue your Group Life Insurance coverage to age 65 if you meet one of the following conditions:

- You are age 55 or older and have worked for your employer continuously for at least 10 years.
- You are age 55 or older and have been a member of the Group Life Insurance Plan continuously for at least 10 years. (Continuously means that you have not had a break in Plan membership of more than six months).
- You are a member of the Saskatchewan Healthcare Employees' Pension Plan (SHEPP) and are entitled to an immediate unreduced pension on the basis that your age, when added to your credited service, equals 80 or more.
- You are a member of the Public Service Superannuation Plan or the Regina Civic Plan and are entitled to an immediate unreduced pension.

The amount of insurance you elect to continue must be equal to or less than the amount of insurance you had in force with the Group Life Insurance Plan upon your retirement. Premiums for your Group Life Insurance will be deducted directly from your bank account.

If you elect to continue your Group Life Insurance coverage, you may choose to cancel or reduce your coverage at any time. Please note that once you cancel your coverage you will not be eligible to re-enroll.

## How do I apply to continue my Group Life Insurance coverage upon early retirement?

In order to apply to continue your Group Life Insurance coverage upon early retirement you must complete the 3sHealth Employee Group Life Retirement Options Form. You may obtain a 3sHealth Employee Group Life Retirement Options Form from your employer or 3sHealth will forward the Group Life Retirement Options Form to you along with a letter once we have received a retirement notification from your employer.

### **What if I take early retirement (prior to age 65) and decide not to continue my Group Life Insurance coverage?**

If you decide not to continue your coverage you may be eligible to receive a \$5,000 Retired Plan Member Life Insurance Benefit, payable to your beneficiary upon your death. To be eligible to receive a Retired Plan Member Life Insurance Benefit, you must meet one of the conditions outlined in question 3 above. A Retired Plan Member Life Insurance Benefit is provided to you at no cost. No premiums are payable at any time.

If you retire early and choose to continue your coverage until age 65, you will not be eligible for a Retired Plan Member Life Insurance Benefit until the end of your early retirement coverage, or age 65, whichever is earlier.

### **Do I have an option to continue my Group Life Insurance coverage if I retire at age 65?**

If you are age 65 when you retire, and have worked for your employer for at least ten consecutive years, you are eligible to receive a \$5,000 Retired Plan Member Life Insurance Benefit, payable to your beneficiary upon your death.

A Retired Plan Member Life Insurance Benefit is provided to you at no cost. No premiums are payable at any time.

### **How do I apply for the Retired Plan Member Life Insurance Benefit?**

It is not necessary to apply for a Retired Plan Member Life Insurance Benefit. Your Retired Plan Member Life Insurance Benefit certificate will automatically be issued and mailed to you as soon as you are eligible.

### **What will happen to my Group Life Insurance coverage if I am age 65 but continue to work?**

If you continue to work at age 65 and beyond, your Group Life Insurance coverage will automatically be reduced to 1x your annual salary coverage amount. Upon retirement you may be eligible to receive a \$5,000 Retired Plan Member Life Insurance Benefit. You can convert 1X your annual salary within 31 days of your 65th birthday.

### **What will happen to my other benefits like Disability Income, Dental and Extended Health Care when I retire?**

Upon retirement, your Disability Income, Dental and Extended Health Care coverage will end. Retirees who previously had coverage under the Dental and Extended Health Care Plans are eligible to apply for the GMS Health and Dental Plan for Retired Employees. If you apply for the GMS Health and Dental Plan for Retired Employees within 90 days of your loss of health and dental benefits, you do not have to answer any medical questions or complete a medical exam. If you choose to take the coverage offered through the GMS Health and Dental Plan for Retired Employees, you are responsible for the payment of all premiums. Brochures for the GMS Health and Dental Plan for Retired Employees are available from your employer or 3sHealth will forward the GMS Health and Dental Plan for Retired Employees brochure to you along with a letter once we have received a retirement notification from your employer.

### **What if I have more questions about my Group Life Insurance options?**

If you have more questions about your Group Life Insurance options under the Group Life Insurance Plan, please contact your employer. Or you may contact 3sHealth directly toll free at 1-866-278-2301, or by email at [ebp@3shealth.ca](mailto:ebp@3shealth.ca).

### **Protecting your privacy**

At 3sHealth Employee Benefit Programs respect for the privacy and protection of plan member personal information is foremost among our fundamental business principles. 3sHealth Employee Benefit Programs is committed to safeguarding plan member personal information.

Reasonable and appropriate standards to protect plan member personal information are in place whether the personal information is electronic or paper. A variety of procedures are used to prevent unauthorized access to any and all paper or electronic documents containing plan member personal information.

A complete copy of our Privacy Policy is available upon request.