

March 2, 2020

To: Benefit Administrators / Human Resource Personnel / Union Partners

From: Lorne Shiplack
Benefit Services Manager

Re: April 30th Claims Submission Deadline for Extended Health Care and Dental Claims

The April 30th claims submission deadline is approaching quickly. Please remind your employees that all extended health care and dental expenses incurred in 2019 must be submitted to Canada Life **before April 30th, 2020.**

Expenses incurred in 2019 received after April 30th, 2020 will not be considered for reimbursement.

Please post the attached poster in areas that staff frequent.

If you have questions about the Employee Benefit Plans please call a Benefit Services Officer at 1.866.278.2301 or email us at ebp@3shealth.ca.

PLEASE POST

Do not remove until April 30, 2020

Notice to Plan Members of the Extended Health

Care and Dental Plans

March 2, 2020

2019 Claims Submission Deadline is April 30, 2020

Health and/or dental expenses incurred from January 1, 2019 to December 31, 2019 must be submitted to Canada Life (Great-West Life) **by April 30, 2020**.

To be considered for payment, claims must be **received** by Canada Life or be post-marked **on or before April 30, 2020**.

Canada Life *GroupNet for Plan Members* is a fast and easy way to submit your claims before the deadline. Electronic submission will ensure your claim arrives on time and it won't get lost in the mail!

For more information on extended health care and dental benefits, you may contact Canada Life toll free at **1-866-408-0213**.