

# INSURANCE INFORMATION

Although this office works in conjunction with the benefit office, the role of the retirement board with respect to health/life insurance is only to deduct the premiums. Health and Life insurances are benefits offered to retirees by the city.

Any questions or changes must be made directly with the benefits **Director**. She can be reached via phone at (978) 620-3063 or 3065, (mon-fri 8:30-4:30) or via mail to Personnel Department, City Hall, 200 Common Street, Lawrence, MA 01840

If you work for the **Lawrence Housing Authority**. Your changes or questions should be directed to Cuong Ly at the GIC at (617) 727-2310 ext. 806 for health and ext. 804 for life insurance. GIC web site is as follows : <http://www.state.ma.us/gic/>

**Greater Lawrence Regional High School** retirees should call **Jill Walden** at the Vocational School. (978) 686-0194 x 1029 JWalden@glts.net

**Merrimack Valley WIB** / Department of Training and Development, please contact **Lynda Buote** (978) 722-7082 LBuote@mvwib.org

## PLEASE NOTE THE FOLLOWING REMINDERS

- IF YOUR SPOUSE IS RECENTLY DECEASED, PLEASE CONTACT THE BENEFITS OFFICE TO ENSURE YOU ARE NOT PAYING FOR A FAMILY PLAN.
- THE CITY OFFERS MANY HEALTH PLANS. IF YOU FIND YOUR PLAN IS TOO EXPENSIVE, PLEASE CONTACT THE BENEFITS COORDINATOR TO SEE IF THERE IS A BETTER PLAN AVAILABLE TO SUIT YOUR FINANCES.
- ONCE YOU TURN AGE 75, YOUR BENEFICIARY IS NO LONGER ELIGIBLE TO COLLECT THE ADDITIONAL LIFE INSURANCE POLICY. IF YOUR DEDUCTION CONTINUES TO BE WITHHELD FROM YOUR CHECK FOR ADDITIONAL LIFE, PLEASE CONTACT BENEFITS IMMEDIATELY
- Health Insurance Rates generally change for City and LHA effective your June pension check. Any questions need to be directed at GIC or your Benefits Coordinator (contacts listed above)
- **ANNUAL OPEN ENROLLMENT - The Group Insurance Commission Annual Enrollment generally starts in April and ends in May** *All forms must be returned to the Benefits Department - 200 Common Street, Lawrence MA 01840*
- If you are eligible to enroll in Medicare Part B, you must do so immediately. Any questions can be directed to the benefits department at 978 620-3065. If you do not enroll, the Group Insurance Commission may deny membership in their plan.

Please Note: The City of Lawrence Dental is still with ALTUS DENTAL. They can be reached at 877-223-0588 or [WWW.ALTUSDENTAL.COM](http://WWW.ALTUSDENTAL.COM)

**Benefits Office 978 620-3065**  
**GIC 617 727-2310**