

TRIPLE CHOICE PLAN

EXCLUSIVE DENTAL PACKAGES

Renewal Period

The Renewal Period which occurs once a year; is an opportunity for employees to make changes in their Triple Choice Plan coverage. It is the sixty-day period prior to the firm's plan renewal date. If you are unsure of your renewal date, please call us.

During the Renewal Period, the following changes are allowed:

- An employee and his/her dependents currently enrolled in the Triple Choice Plan DHMO plan may switch to the Triple Choice Plan PPO plan; or if currently enrolled in the Triple Choice Plan PPO plan may switch to the Triple Choice Plan DHMO
- An employee or dependent not enrolled in Triple Choice Plan may now enroll in the Dental Health Services DHMO plan, without any penalties.
- An employee or dependent not enrolled in Triple Choice Plan may enroll in the PPO plan. **However, a Late Enrollee status will apply.** This means that the employee and/or dependent will have a 24 month Benefit Waiting Period for Major Dental Services. (Major Dental Services are described in the plan certificate.)

During the Renewal Period, please distribute Enrollment Forms to your employees and dependents coming onto the plan or making changes. Submit completed forms to Triple Choice Plan in the pre-addressed envelope provided for your convenience. We must receive the forms *prior to your renewal date*. The changes will be effective on the renewal date.