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Please know the employee benefits described in this Benefit Booklet will go into effect January 1, 2025, unless otherwise noted. This information is a summary of *LeadingAge Texas HPI* benefits, and every attempt has been made to ensure accuracy. The actual provisions of the Plan Document govern the benefit program. If there is any inconsistency between the information in this booklet and the formal plans, programs, policies or contracts or any subsequent change in such plans, programs, policies or contracts, the Plan Document will supersede this booklet.



# Welcome

At Clarewood House we recognize our ultimate success depends on our talented and dedicated workforce. We understand the contribution each employee makes to our accomplishments and so our goal is to provide a comprehensive program of competitive benefits to attract and retain the best employees available. Through our benefits programs we strive to support the needs of our employees and their dependents by providing a benefit package that is easy to understand, easy to access and affordable. This brochure will help you choose the type of plan and level of coverage that is right for you.

#### **Open Enrollment 2025:**

October 28th - November 15th

#### **How Do You Enroll?**

- 1) Go to https://clarewood.benefitsinfo.com
- 2) Choose to self-enroll by clicking on the "Enroll Now" button OR
- 3) Schedule an appointment with a Benefit Counselor

### **Eligibility**

#### **Eligible Employees:**

You may enroll in Clarewood House Employee Benefits Program if you are a full-time employee working at least 30 hours a week and have met your waiting period.

#### **Eligible Dependents:**

If you are eligible for our benefits, then your dependents are too. In general, eligible dependents include your legally married spouse and child(ren).

This plan has a **Spousal Exclusion Provision** that applies to an employee's legally married spouse or common law spouse. See details at the bottom of this page.

Your children up to age 26 are also eligible dependents. If your child is mentally or physically disabled, coverage may continue beyond age 26 once proof of the ongoing disability is provided. Children may include natural, adopted, stepchildren and children obtained through courtappointed legal guardianship, as well as children of same sex stateregistered common law.

#### When Coverage Begins:

The effective date for your benefits is January 1, 2025. Newly hired employees and dependents will be effective in Clarewood House's benefits programs on the 1st of the month following or coinciding with a 60 day waiting period. All elections are in effect for the entire plan year and can only be changed during Open Enrollment unless you experience a family status event.

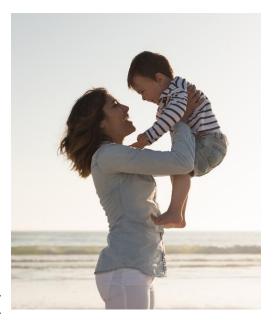
#### **Open Enrollment:**

With few exceptions, Open Enrollment is the only time of year when you can make changes to your benefits plan. All elections and changes take effect on the first day of the plan year. During Open Enrollment, you can:

- Add, change, or delete coverage
- Add or drop dependents from coverage
- Change plans

#### Please note

This plan has a **Spousal Exclusion Provision** that applies to an employee's legally married spouse/common law. A spouse who is working and eligible for another employer-sponsored health plan is not eligible under LeadingAge Texas HPI. There are exceptions to the Provision in some circumstances. Please contact BCBS Member Service at 800.521.2227 or refer to the Plan Document for further explanation.



#### Family Status Change:

A change in family status is a change in your personal life that may impact your eligibility or dependent's eligibility for benefits. Examples of some family status changes include:

- Change of legal marital status (i.e., marriage, divorce, death of spouse, legal separation)
- Change in number of dependents (i.e., birth, adoption, death of dependent, ineligibility due to age)
- Change in employment or job status (spouse loses job, etc.)

If such a change occurs, you must make the changes to your benefits within 30 days of the event date. Documentation may be required to verify your change of status. Failure to request a change of status within 30 days of the event may result in your having to wait until the next open enrollment period to make your change. Please contact HR to make these changes.

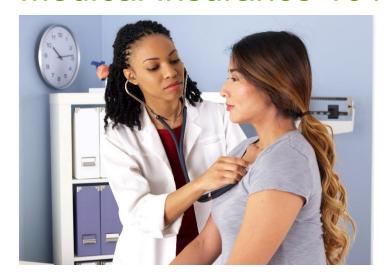
### Helpful Terminology

- **Brand preferred drugs** A drug with a patent and trademark name that is considered "preferred" because it is appropriate to use for medical purposes and is usually less expensive than other brand-name options.
- Brand non-preferred drugs A drug with a patent and trademark name. This type of drug is "not preferred" and is usually more expensive than alternative generic and brand preferred drugs.
- Calendar Year Maximum The maximum benefit amount paid each year for each family member enrolled in the dental plan.
- Coinsurance The sharing of cost between you and the plan. For example, 80 percent coinsurance means the plan covers 80 percent of the cost of service after a deductible is met. You will be responsible for the remaining 20 percent of the cost.
- Copay A fixed amount (for example \$15) you pay for a covered health care service, usually when you receive the service. The amount can vary by the type of covered health care service.
- **Deductible** The amount you must pay for covered services before your health plan begins to pay, based on the contracted amount.
- Elimination Period The time period between the beginning of an injury or illness and receiving benefit payments from the insurer.
- **Generic drugs** A drug that offers equivalent uses, doses, strength, quality, and performance as a brand-name drug, but is not trademarked.
- Health Reimbursement Arrangement (HRA) HRAs are a benefit provided by your employer, which provides you the opportunity to be reimbursed for medical expenses. You must be enrolled in the Value Advantage Plan
- In-network A designated list of health care providers (doctors, dentists, etc.) with whom the health insurance provider has negotiated special rates. Using in-network providers lowers the cost of services for you and the company.
- **Inpatient** Services provided to an individual during an overnight hospital stay.

- Mail Order Pharmacy Mail order pharmacies generally provide a 90-day supply of a prescription medication for the same cost as a 60-day supply at a retail pharmacy. Plus, mail order pharmacies offer the convenience of shipping directly to your door.
- Out-of-network Health care providers that are not in the plan's network and who have not negotiated discounted rates. The cost of services provided by out-of-network providers is much higher for you and the company. Additional deductibles and higher coinsurance will apply.
- Out-of-pocket maximum The maximum amount you and your family must pay for eligible expenses each plan year. Once your expenses reach the out-of-pocket maximum, the plan pays benefits at 100% of eligible expenses for the remainder of the year. Your annual deductible is included in your outof-pocket maximum.
- Outpatient Services provided to an individual at a hospital facility without an overnight hospital stay.
- Primary Care Provider (PCP) A doctor (generally a family practitioner, internist, or pediatrician) who provides ongoing medical care. A primary care physician treats a wide variety of healthrelated conditions.
- Reasonable & Customary Charges (R&C)
   Prevailing market rates for services provided by health care professionals within a certain area for certain procedures. Reasonable and Customary rates may apply to out-of-network charges.
- **Specialist** A provider who has specialized training in a particular branch of medicine (e.g., a surgeon, cardiologist, or neurologist).



### **Medical Insurance 101**



Medical Benefits are provided through LeadingAge Texas Health Plan, Inc. (HPI). This is a unique program that should help reduce your healthcare spending and stabilize cost in the future. Choose the plan that works best for your life. Consider the physician networks, premiums, and out-of-network costs for each plan. Keep in mind your choice is effective for the entire 2025 plan year unless you have a qualifying event.

#### At the Doctor's Office

It's recommended that you choose a primary care physician (PCP) for your medical coverage, even though it is not required. A PCP can be your Family Practitioner, Internist, General Medicine, Pediatrician, or an OB/GYN (Obstetrician and Gynecologist). Each member of your family may have a different PCP.

If you are newly enrolled in medical benefits, make an appointment with your PCP- even if you're NOT sick once the plan year has begun. This relationship will set the foundation for staying healthy—today and well into the future.

#### **Network Provider/Facility Search**

Make sure that your provider or facility is accepting your plan. To locate a provider, call the phone number on the back of your Benefits ID Card (800) 521-2227 or access the app.

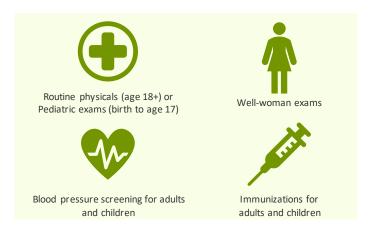
The Imagine 360 Member Services team will help:

- Compare providers based on quality scores and estimated costs.
- Select providers that work well with your health plan.
- Answer questions about a condition or treatment plan
- Answer questions about a claim or bill

#### **Preventive Care**

You and your family have access to a wide range of preventive services under the Affordable Care Act. These services are 100% covered by your medical plan when using providers that accept your plan. For more details about the covered services please visit www.healthcare.gov/coverage/preventive-carebenefits.

#### Common preventive services include:



#### **Blue Access for Members Portal**

Our online portal and mobile app are great resources to help you manage your health plan. You'll have 24/7 access to your benefit information, provider directory, claim status and you can even download your ID card.

It's easy to register:

- Visit mybam.bcbstx.com
- Follow the steps to create an account.

Once you are registered your personal health information will be available to you 24/7, including:

- Finding care
- Managing prescriptions
- Managing claims
- Staying healthy
- Getting coverage and cost details

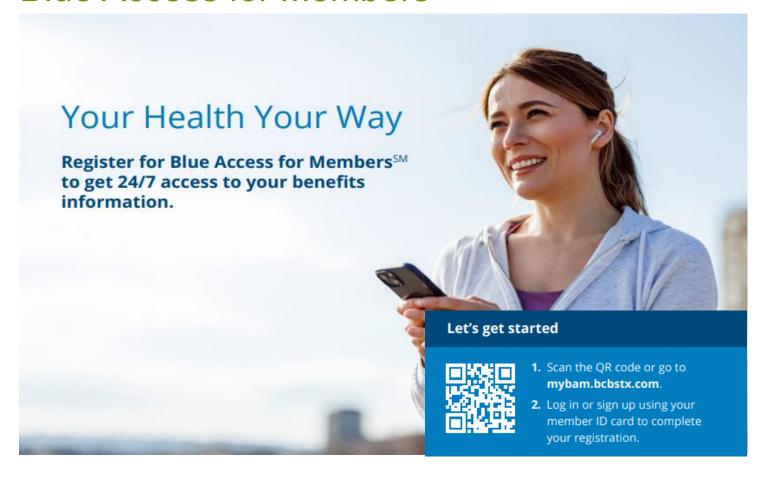
#### **Benefits ID Card**

Your Benefits ID card has all the information you and your

providers need. Make sure to:

- Always present your Benefits ID card with you when you go to a healthcare provider.
- Ask the provider to call the phone number on the card if they have any questions about your benefits coverage.

### Blue Access for Members



### Once registered, use BAM<sup>SM</sup> to help you get the most from your benefits.

- Find in-network doctors and hospitals.
- View, print or download your member ID card.
- Review your benefits and dependent coverage

You can do all this and more, simply and securely on BAM.

#### Access the Information That Matters to You

- Review claims summaries or download an Explanation of Benefits.
- See benefit highlights for your medical, dental and pharmacy plans.
- Keep track of your deductible and out-of-pocket expenses.
- Find in-network doctors, hospitals and other health care providers.
- Get preventive care guidelines, information and health tips for managing health conditions and living a healthier life.
- View your health history, update your profile and preferences, sign up for electronic EOBs, find claim forms, manage privacy preferences and contact us.

# **Medical Plans**

	Value HDHP 6000	Advantage HDHP 3500	Basic 4000	Enhanced 2000	Elite 1000
BCBSTX Network	BlueChoice PPO	BlueChoice PPO	BlueChoice PPO	BlueChoice PPO	BlueChoice PPO
Eligible for Health Savings Account	YES	YES	NO	NO	NO
Deductible Individual/Family	\$6,000 / \$12,000	\$3,500 / \$7,000	\$4,000 / \$12,000	\$2,000 / \$6,000	\$1,000 / \$3,000
Coinsurance (You Pay/Plan Pays)	0% / 100%	20% / 80%	20% / 80%	20% / 80%	20% / 80%
Max Out of Pocket Individual	\$6,000	\$5,000	\$8,150	\$5,000	\$4,000
Max Out of Pocket Family	\$12,000	\$10,000	\$16,300	\$14,700	\$12,000
Primary Care	0% after Deductible	20% after Deductible	\$35 Copay	\$30 Copay	\$30 Copay
Specialty Care	0% after Deductible	20% after Deductible	\$70 Copay	\$60 Copay	\$60 Copay
Telehealth	\$48 Fee Unlimited Use	\$48 Fee Unlimited Use	\$0 Copay Unlimited Use	\$0 Copay Unlimited Use	\$0 Copay Unlimited Use
Preventive Care	Covered 100%	Covered 100%	Covered 100%	Covered 100%	Covered 100%
Chiropractic Care (20 visits)	0% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible
Speech Therapy (30 visits)	0% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible
Rehab Outpatient (40 visits)	0% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible
X-ray and Lab Tests	0% after Deductible	20% after Deductible	20% after Deductible	Included in Office Copay	Included in Office Copay
Complex Radiology	0% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible
Urgent Care Facility	0% after Deductible	20% after Deductible	\$75 Copay	\$75 Copay	\$75 Copay
Emergency Room Facility Charges	0% after Deductible	20% after Deductible	\$500 Copay then 20% after Deductible	\$500 Copay then 20% after Deductible	\$500 Copay then 20% after Deductible
Inpatient Facility/Surgery Charges	0% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible
Outpatient Facility/Surgery Charge	0% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible
PHARMACY COVERAGE					
Employee Only	\$12.93	\$59.12	\$31.23	\$85.16	\$114.67
Employee + Spouse	\$617.18	\$716.49	\$656.52	\$772.48	\$835.92
Employee + Child(ren)	\$596.17	\$693.62	\$634.77	\$748.57	\$810.83
Employee + Family	\$1,200.41	\$1.350.98	\$1.260.05	\$1,435.88	\$1,532.07

<sup>\*</sup> For Out of Network details, please refer to the Summary of Benefits and Coverage (SBC).

# Pharmacy Insurance

Our Prescription Drug Program is coordinated through LeadingAge Texas Health Plan, Inc. (HPI). That means you will only have one ID card for both medical care and prescriptions. Your cost is determined by the tier assigned to the prescription drug product.

	Value HDHP 6000	Advantage HDHP 3500	Basic 400	Enhanced 2000	Elite 1000	
	Retail Pharmacy (30 Day Supply)					
Tier 1 - Generic	0% after Deductible	20% after Deductible	\$10 Copay	\$10 Copay	\$10 Copay	
Tier 2 – Preferred Brand	0% after Deductible	20% after Deductible	\$30 copay	\$30 copay	\$30 copay	
Tier 3 - Non-Preferred	0% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	20% after Deductible	
Specialty*		NOT COVE	RED EXCEPT FOR ONC	OLOGY RX		
	Mail Order Pharm	acy (90 Day Supply	)			
Tier 1 - Generic	3 x retail cost	3 x retail cost	3 x retail copay	3 x retail copay	3 x retail copay	
Tier 2 – Preferred Brand	3 x retail cost	3 x retail cost	3 x retail copay	3 x retail copay	3 x retail copay	
Tier 3 - Non-Preferred	3 x retail cost	3 x retail cost	3 x retail cost	3 x retail cost	3 x retail cost	

\*If you are prescribed a specialty medication, please call the phone number on the back of your BCBS Benefits ID card to find alternate options with a care coordinator. You should also speak with your provider to ask about alternatives, lower cost options. If taking a Specialty drug is the only option, you can find programs through the manufacturer that will help pay for these types of medications and/or access copay assistance programs.



www.goodrx.com can also provide coupons and discounts that may provide additional savings.



## What Are My Options for Care?

You have many options for how and where you can receive care through your BCBS medical plan. But which one is best for your situation? Use the chart below to help you decide and see the benefit grid on the next page for service costs.

Care Center	What is it?	What can they treat?
Nurse Line	<ul> <li>Staffed by registered nurses</li> <li>Resource for guidance during natural catastrophes or health outbreaks</li> <li>Available 24/7/365 days a year at NO COST</li> <li>888-680-8646</li> </ul>	<ul> <li>Answer general questions like "how long should I ice my sprained ankle?"</li> <li>Give advice/referrals of where to go for treatment e.g., ER or primary care doctor</li> </ul>
Telemedicine / Virtual Visits	<ul> <li>Convenient, low-cost option for treating common, non-urgent health concerns</li> <li>A doctor will diagnose the issue over the phone and write a prescription, if necessary.</li> <li>Available 24/7/365 days a year, by web, phone, or mobile app</li> <li>888-680-8646</li> </ul>	<ul> <li>Minor illnesses</li> <li>Minor infections</li> <li>Cold and flu symptoms</li> <li>Bronchitis</li> <li>Allergies</li> <li>Mental health</li> <li>Headaches/migraines</li> <li>And more</li> </ul>
Doctor's Office	<ul> <li>Routine care/treatment for a current health issue</li> <li>Your primary doctor knows you and your health history</li> <li>To manage your medications</li> <li>To refer you to a specialist</li> <li>Normally available Monday-Friday. Check with your provider for actual office hours.</li> </ul>	<ul> <li>Routine checkups and preventive services</li> <li>Immunizations</li> <li>Minor injuries, such as sprains</li> <li>Illnesses</li> <li>Manage your general health and chronic conditions</li> </ul>
Urgent Care Clinic	<ul> <li>Treatment of non-life-threatening injuries or illnesses</li> <li>Staffed by qualified physicians</li> <li>Generally open nights and weekends; some open 24/7</li> </ul>	<ul> <li>Flu or Strep tests</li> <li>Minor accidents or falls</li> <li>Minor sprains or fractures</li> <li>Minor cuts and burns</li> <li>Vomiting, diarrhea</li> </ul>
Emergency Room	<ul> <li>Immediate treatment for serious, life-threating conditions.</li> <li>Ready to treat any critical situation</li> <li>Can be hospital-based or freestanding</li> <li>Available 24/7/365 days a year</li> </ul>	<ul> <li>Chest pain</li> <li>Difficulty breathing</li> <li>Severe abdominal pain</li> <li>Broken bones</li> <li>Head injuries</li> <li>Uncontrolled bleeding</li> <li>Seizures</li> <li>Coughing or vomiting blood</li> </ul>

Virtual Visits - MD Live

888-680-8646 www.MDLive.com/bcbstx or by downloading the MD Live app Find A Doctor / Facility

Call Member Services at the number on the back of your ID Card 800-521-2227 or login to bcbstx.com

### **Telemedicine**

Call your doctor's office first. They may also offer telehealth consultations by phone or online video at a costs to you.

With Virtual Visits, the doctor is always in. Get 24/7 non-emergency care from a board-certified doctor by phone, online video, or mobile app from the privacy and comfort of your own home at NO costs to you and offering unlimited visits.

Don't risk crowded waiting rooms, expensive urgent care or emergency room bills, or waiting weeks or more to see a doctor, when you can speak with a Virtual Visits doctor within minutes.

Virtual Visits, provided by BlueCross BlueShield of Texas and powered by MD Live, are a convenient alternative for treatment of more than 80 health conditions, including:

- Allergies
- Cold/Flu
- Fever
- Headaches
- Nausea
- Sinus Infections

Virtual Visits doctors can even send an e-prescription to your local pharmacy.

Activate your MDLive account today:

- Call MDLive at 888-680-8646
- Go to MDLive.com/bcbstx
- Text BCBSTX to 635-483
- Download the MD Live app

Skip expensive ER bills and waiting to see a doctor. You can speak with a Virtual Visits doctor within minutes.

Services are available in both English and Spanish with translation services available in other languages.





### Vision



Sight, it's a beautiful thing and not to be taken for granted. Whether you want to be incognito and wear contact lenses or stand out in the crowd with the latest stylish frames, this vision plan has you covered. Go anywhere in the network for an exam, but we suggest you use a major retail chain when getting your frames and lenses.

# Put healthy on the menu.

A diet rich in fruits, vegetables and fish high in omega-3 fatty acids can benefit eye health.



Clarewood House provides Vision Insurance through *Mutual of Omaha*. To access a listing of providers (private practice and retail centers) logon **www.eyemed.com**. You can visit out of network providers, but your benefits will go further if you stay in network.

**Vision Comparison** 

·	Vision
Exam	
Routine Exams (Every 12 Months)	\$10 copay
Vision Materials	
Lenses (Every 12 Months) Single Bifocal Trifocal	\$10 copay \$10 copay \$10 copay
Lenticular	\$10 copay  Upgrades such as no-line bifocals, transition lenses, etc will be at an extra charge
Contacts (Every 12 Months)  Covered in lieu of frames	
Conventional Disposable	\$130 Allowance + 15% off balance \$130 Allowance
Frames (Every 24 Months)	\$130 Allowance; 20% off balance
Employee Contributions per Pay Period (	Semi-Monthly 24 per year)
Employee	\$1.00
Employee & Spouse	\$4.72
Employee & Child(ren)	\$5.49
Employee & Family	\$8.17

### Voluntary Life and AD&D Insurance

In addition to the employer paid Basic Life and AD&D coverage, you have the option to purchase additional voluntary life insurance through Mutual of Omaha for yourself, your spouse, and children. This coverage is voluntary and paid for by you. If you previously declined coverage or choose to increase your benefit amount, you will be subject to completing an Evidence of Insurability (EOI). You will also be subject to EOI if you are electing more than the guaranteed issue amounts listed below.

#### **Important Reminder!**

Be sure to assign a beneficiary or living trust to ensure your assets are distributed according to your wishes.

You must elect coverage to enroll dependents. Your contributions will depend on your age and the amount of coverage you elect.

Mutual of Omaha Insurance Company				
Voluntary Life/AD&D				
Employee Benefit Amount	\$10,000 increments up to \$500,000, not to exceed 5x salary			
Employee Guarantee Issue	\$200,000, not to exceed 5x salary			
Spouse Benefit Amount	\$5,000 increments up to \$250,000, not to exceed 100% of employee's benefit			
Spouse Guarantee Issue	\$50,000, not to exceed 100% of employee's benefit			
Child Benefit Amount	\$10,000			
Additional Features				
Age Reduction Schedule	Benefits Reduce to 65% at Age 65 and to 50% at Age 70			
Accelerated Death Benefit	80% not to exceed \$250,000			
Conversion	Included			
Portability	Included			

Bene	efit	Estimated Rate per Pay Period (Semi-Monthly 24 per Year)									
Age	Rate per \$1,000	\$10,000	\$20,000	\$30,000	\$40,000	\$50,000	\$60,000	\$70,000	\$80,000	\$90,000	\$100,000
< 30	\$0.12	\$0.60	\$1.20	\$1.80	\$2.40	\$3.00	\$3.60	\$4.20	\$4.80	\$5.40	\$6.00
30 - 34	\$0.13	\$0.65	\$1.30	\$1.95	\$2.60	\$3.25	\$3.90	\$4.55	\$5.20	\$5.85	\$6.50
35 - 39	\$0.15	\$0.75	\$1.50	\$2.25	\$3.00	\$3.75	\$4.50	\$5.25	\$6.00	\$6.75	\$7.50
40 - 44	\$0.20	\$1.00	\$2.00	\$3.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00
45 - 49	\$0.32	\$1.60	\$3.20	\$4.80	\$6.40	\$8.00	\$9.60	\$11.20	\$12.80	\$14.40	\$16.00
50 - 54	\$0.56	\$2.80	\$5.60	\$8.40	\$11.20	\$14.00	\$16.80	\$19.60	\$22.40	\$25.20	\$28.00
55 - 59	\$0.82	\$4.10	\$8.20	\$12.30	\$16.40	\$20.50	\$24.60	\$28.70	\$32.80	\$36.90	\$41.00
60 - 64	\$1.55	\$7.75	\$15.50	\$23.25	\$31.00	\$38.75	\$46.50	\$54.25	\$62.00	\$69.75	\$77.50
65 - 69	\$2.42	\$12.10	\$24.20	\$36.30	\$48.40	\$60.50	\$72.60	\$84.70	\$96.80	\$108.90	\$121.00
70 +	\$4.44	\$22.20	\$44.40	\$66.60	\$88.80	\$111.00	\$133.20	\$155.40	\$177.60	\$199.80	\$222.00
Child Rate for \$10,000 per Pay Period (24) \$1.00											

### **Voluntary Short-Term Disability**

Your ability to earn income may be your most important asset. Disability insurance provides financial security to you and your family should you become unable to work due to sickness or injury.

Brazos Presbyterian Homes offers a short-term disability option through Mutual of Omaha. This benefit covers 60% of your weekly salary up to \$1,500/week. The benefit begins after 7 days of injury or illness and lasts up to 12 weeks. Please see the summary plan description for complete plan details.

Mutual of Omaha Insurance Company				
Short Term Disability				
Benefit amount	Up to 60% of weekly salary			
When Benefits are Payable	7 Days			
Maximum Benefit	\$1,500 per week			
Maximum Benefit Duration	12 weeks			

Pre-Ex Clause: 3 months look back, could be denied in first 6 months of policy being active.

Short Term Disability Rates - \$0.75 per \$10 Weekly Benefit*					
Estimated Income (Examples)	Weekly Benefit - Up to 60% of Weekly Eamings (Will Vary Based on Exact Eamings)	Estimated Rate per Month	Estimated Rate per Pay Period (Bi-Weekly 24 per Year)		
\$8,667	\$100	\$7.50	\$3.75		
\$17,333	\$200	\$15.00	\$7.50		
\$26,000	\$300	\$22.50	\$11.25		
\$34,667	\$400	\$30.00	\$15.00		
\$43,333	\$500	\$37.50	\$18.75		
\$52,000	\$600	\$45.00	\$22.50		
\$60,667	\$700	\$52.50	\$26.25		
\$69,333	\$800	\$60.00	\$30.00		
\$78,000	\$900	\$67.50	\$33.75		
\$86,667	\$1,000	\$75.00	\$37.50		
\$95,333	\$1,100	\$82.50	\$41.25		
\$104,000	\$1,200	\$90.00	\$45.00		
\$112,667	\$1,300	\$97.50	\$48.75		
\$121,333	\$1,400	\$105.00	\$52.50		
\$130,000	\$1,500	\$112.50	\$56.25		

\*Please Note: The enrollment portal will provide you the exact cost for this coverage. Your cost is based on your weekly income at time of enrollment.

Notes	

## **Important Contacts**

#### **Carrier Customer Service**

Please contact Human Resources to complete any changes to your benefits that are not related to your initial or annual enrollment.

Questions About:	Who to Call:	Contact Information	Website:	
Medical	BlueCross BlueShield TX	800-521-2227	www.bcbstx.com	
General questions about claims, benefits, provider search, invoice issues, etc	Benefit Resource Center (BRC)	855-874-0110 BRCSouthwest@usi.com	N/A	
Telemedicine / Behavioral	MDLive	888-680-8646	MDLive.com/bcbstx	
Vision	BRC or EyeMed thru Mutual of Omaha	800-521-3605	www.eyemed.com	
Voluntary Life and AD&D Voluntary Short-Term Disability	BRC or Mutual of Omaha	800-877-5176	www.mutualofomaha.com	

This brochure summarizes the benefit plans that are available to Clarewood House eligible employees and their dependents. Official plan documents, policies and certificates of insurance contain the details, conditions, maximum benefit levels and restrictions on benefits. These documents govern your benefits program. If there is any conflict, the official documents prevail. These documents are available upon request through the Human Resources Department. Information provided in this brochure is not a guarantee of benefits.