

Notification of Conversion Privilege

When you terminate employment, have a change in employment status and you are no longer eligible for benefits with the District, or you retire, you have the option to convert certain benefits to an individual plan. This form provides information on your Conversion Privileges. If you have questions regarding this information, please contact your District Benefits Administrator.

Conversion Information (to be completed by Benefits Administrator and provided to Employee)

Employee's Last Name	First Name	Initial	District #
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Last day of work: _____
(mm/dd/yyyy)

Benefits eligible for conversion (Benefits Administrator please check off the benefits eligible for conversion for the Employee):

Life Benefits	Volume (where applicable)	Insurer	Policy Number
<input type="checkbox"/> Basic Life		Pacific Blue Cross	
<input type="checkbox"/> Optional Employee Life		Pacific Blue Cross	
<input type="checkbox"/> Optional Spouse Life		Pacific Blue Cross	
<input type="checkbox"/> Basic AD&D		AIG	
<input type="checkbox"/> Optional AD&D		AIG	
<input type="checkbox"/> Extended Health Care		Pacific Blue Cross	
<input type="checkbox"/> Dental Care		Pacific Blue Cross	

Please note that you can only convert coverage to an individual plan for benefits you had under the BCPSEA Buying Group.

Certain limits will apply. Please refer the "Your Benefits: FAQ" section on the BCPSEA Benefits website (www.bcpseabenefits.ca) for additional information on Conversion Privileges.

Conversion of Basic Life, Optional Life (Employee and Spouse), Basic AD&D or Optional AD&D must be done within 31 days of the last day of work shown above without submitting evidence of good health. Should you wish to convert your Basic and/or Optional Life to an individual plan, please contact Pacific Blue Cross using the contact information provided on the Group Life Conversion form that you will receive if you are eligible for Life conversion. For conversion information for Basic and/or Optional AD&D coverage, please contact AIG Insurance Company of Canada at 1-800-387-4481 or visit www.aiginsurance.ca/accident-protector.

Extended Health and Dental coverage can be converted to individual plans without providing evidence of good health within 60 days of the last day of work shown above. Should you wish to convert to an individual plan, please contact Pacific Blue Cross directly at 604-419-2000 or Toll Free: 1-877-PAC-BLUE. Information is also available on the website at www.pac.bluecross.ca.

Signed by the Employer: _____

Title: _____ **Date:** _____