PLEASE READ - DO NOT THROW THIS NOTICE AWAY!
YOUR COVERAGE MAY BE DENIED BEGINNING JULY 1, 2012
IF YOU DO NOT TAKE ACTION NOW

333 East 8th Street
Oakland, CA 94606

July 21, 2011

"DEP_FIRST_NM" "DEP_LAST_NM"
"EE_ADDRESS_1" "EE_ADDRESS_2"
"EE_CITY" "EE_ST" "EE_ZIP"

Or Conservator of  "DEP_FIRST_NM" "DEP_LAST_NM"

Re: Enroll or Re-Enroll in Medicare A & B no later than March 31, 2012 or your medical coverage may be
denied effective July 1, 2012

Dear  "DEP_FIRST_NM" "DEP_LAST_NM":

Or conservator of  "DEP_FIRST_NM" "DEP_LAST_NM"

You are receiving this personal notification because our records indicate that "DEP_FIRST_NM" "DEP_LAST_NM"
is currently covered on a Peralta group medical insurance plan and is over age 65.

Unfortunately, we have no record of Medicare A & B as your primary coverage.

If you do not take action now, expect denied or delayed coverage for services rendered after July 1, 2012
unless and until Medicare A & B enrollment is complete and we have a copy of your Medicare A & B card
on file.

If you are not currently enrolled in Medicare A & B and fail to enroll during the upcoming Medicare open
enrollment window (January 2012 – March 2012), your medical coverage with Peralta will be,
unfortunately, interrupted.

What action should you take now?
In order to ensure that we continue to provide the standard wrap around medical coverage as afforded to
Peralta retirees and their eligible dependents, take action now:
1. Provide a copy of your Medicare card to our agent, PSW Benefit Resources*, in the pre-
   addressed envelope provided.
2. Contact Medicare directly to determine the earliest open enrollment period which applies to
   your situation. The general open enrollment window is January – March of each calendar year.
   Contact Medicare directly at 1 800 772 1213 regarding exceptions to this window.

The District will reimburse you for out-of-pocket Medicare A & B premiums, provided that you complete
the enclosed Medicare Premium Reimbursement Claim form.
Review the enclosures:

- Social Security/Medicare –Signing up for Medicare, page 10 & Special Enrollment Situations, page 11.

*To assist you in the Medicare A & B enrollment process, we have engaged our customer service team at PSW Benefits Resources to provide personal assistance to you in navigating through the Medicare enrollment process and the premium reimbursement process in a timely fashion. PSW Benefits Resources has served as our agent for over five years in assisting employees and retirees of Peralta. Expect your first follow up telephone call during August 2011 to offer personal assistance in the Medicare and/or Kaiser Permanente Senior Advantage enrollment process.*

You may also contact the Peralta District Benefits Office at 510 466 7229 for questions. Please have this letter and a copy of your Medicare card available at the time of your call.

Very truly yours,

Trudy Largent, J.D.
Vice Chancellor for Human Resources & Employee Relations

Cc: Jennifer Benford Seibert, Peralta District Benefits Coordinator
    Annette Lewis, PSW Benefits Resources
    Jerry Herman, Peralta Retirees Organization

Enclosures:

- Medicare A & B Premium Reimbursement Claim Form, 2011
- Social Security/Medicare Brochure, *January 2011*
- Peralta Benefits Everyone, July/August 2011-Medicare A & B Coordination Required by July 1, 2012.
- *Pre Addressed Envelope to PSW Benefits Resources (for mailing of Medicare card)*