



The Standard®  
Positively different.

## Group Additional Life and Accidental Death and Dismemberment (AD&D) Insurance

FOR STATE OF NEW MEXICO EMPLOYEES AND LEGISLATORS AND  
EMPLOYEES OF PARTICIPATING LOCAL PUBLIC BODIES

Answers to your questions about coverage from Standard Insurance Company



## About This Booklet

This booklet is designed to answer some common questions about the group Additional Life and Accidental Death and Dismemberment (AD&D) insurance coverage being offered by State of New Mexico General Services Department to eligible State of New Mexico employees and employees of participating local public bodies. It is not intended to provide a detailed description of the coverage.

If coverage becomes effective and you become insured, you will receive a group insurance certificate containing a detailed description of the insurance coverage, including the definitions, exclusions, limitations and terminating events. The controlling provisions will be in the *group policy* issued by Standard Insurance Company. Neither the certificate nor the information presented in this booklet modifies the *group policy* or the insurance coverage in any way. If you have additional questions, please contact your human resources representative or visit [www.standard.com/mybenefits/newmexico\\_rmd](http://www.standard.com/mybenefits/newmexico_rmd) or call **888.609.9763**.

Please note that defined terms and provisions from the *group policy* are italicized in this booklet.



TheStandard®  
Positively different.

# Group Additional Life and Accidental Death and Dismemberment (AD&D) Insurance

It's not easy to think about, but what if you suddenly died? Your family could be faced with house payments, unpaid bills, childcare and other expenses just to maintain their current lifestyle. Could your family live without your income? Would they be able to cover the medical expenses associated with a terminal illness or with burial and funeral expenses?

You make a great investment in your family. You spend time with them. You care for them. You work for them. And if you're not there for them, you want them protected. State of New Mexico offers you the opportunity to purchase \$50,000 of group Basic Life<sup>1</sup> and AD&D insurance from The Standard to help protect your loved ones in the event of your death. And since every employee's needs are different, you may also apply for group Additional Life and AD&D insurance from The Standard.

The advantages to you and your loved ones include:

- **Choice.** You decide how much coverage you need from the range of amounts available.
- **Flexibility.** If your needs change, you can request to change the amount of coverage. (Some increases in coverage require *evidence of insurability*.)
- **Convenience.** With premiums deducted directly from your paycheck, you don't have to worry about mailing monthly payments.
- **Peace of Mind.** You can take comfort and satisfaction in knowing that you have done something positive for your family's future.

## Commonly Asked Questions

The following information provides details to give you a better understanding of group Additional Life, Additional AD&D and Dependents Life insurance available from The Standard.

### Am I eligible for this coverage?

To be eligible for this coverage:

- You must be insured for group Basic Life coverage with The Standard.
- You must be an active employee of a participating State of New Mexico employer designated as a classified, exempt, probationary, temporary, term or hourly employee, whose term of employment at hire is six months or more and who is regularly working at least 20 hours each week. Also included are active legislators of State of New Mexico.

Seasonal employees, full-time members of the armed forces, leased employees, independent contractors and employees of New Mexico State University are not eligible.

For *dependents* coverage, your *spouse* or *children* must not be full-time members of the armed forces of any country.

### When does my Additional Life insurance go into effect?

If the minimum participation requirement is met and the Additional Life coverage goes into effect, then the effective date of your coverage depends on when you become an eligible *member*, when you apply and whether you are required to provide *evidence of insurability*.

<sup>1</sup> State police, correctional officers and undercover agents also receive life insurance coverage specific to their positions. Contact your human resources representative for information about special benefits provided to these employees.

If you are not required to provide *evidence of insurability*, if you apply and agree to pay premiums, your coverage becomes effective on:

- The date you become eligible if you apply on or before that date; or
- The first day of the pay period next following the date you apply if you apply within 31 days after you become eligible.

If you are required to provide evidence of insurability, if you apply and agree to pay premiums, your Additional Life coverage becomes effective on the first day of the pay period next following the date The Standard approves your *evidence of insurability*.

In every case, you must meet the *active work* requirement before your insurance will become effective.

### What is the active work requirement?

*Active work* means performing with reasonable continuity the material duties of your own occupation at your *employer's* usual place of business. You must be capable of *active work* on the scheduled effective date of your insurance or your insurance will not become effective as scheduled. If you are not *actively at work* on the scheduled effective date of insurance including Dependents Life insurance, your insurance will not become effective until the day you return to *active work* as an eligible employee or legislator.

### How much Additional Life coverage may I get for myself?

#### Legislators

Eligible legislators may elect Additional Life coverage in units of \$10,000, to a maximum of \$400,000. The *guarantee issue amount* is \$150,000.

#### Employees other than Legislators

Eligible employees may choose Additional Life coverage of 1, 2, 3, 4 or 5 times their *annual earnings*. For purposes of benefit calculation, your *annual earnings* will be rounded to the next higher multiple of \$1,000, if not already a multiple of \$1,000. The maximum amount is \$400,000. The *guarantee issue amount* is 3 times your *annual earnings*.

#### Guarantee Issue Amount

The *guarantee issue amount* is the amount of insurance coverage you will automatically qualify for if you apply for Additional Life coverage within 31 days of becoming eligible to apply and meet the *active work* requirement. This means that you will not have to answer medical questions to purchase coverage up to this amount.

If you want to become insured for an amount of Additional Life in excess of the *guarantee issue amount*, the excess will be subject to medical underwriting approval. Some late enrollments and requests for coverage increases are also subject to medical underwriting approval. Please contact your human resources representative for more information about *evidence of insurability* requirements.

**Is Accidental Death and Dismemberment (AD&D) coverage also included?**

This plan also includes additional AD&D insurance from The Standard. With Additional AD&D insurance, you or your *beneficiaries* may be eligible to receive an additional amount in the event of death or dismemberment as a result of an accident.

The amount of the additional *AD&D insurance benefit* for *loss* of life is equal to the amount payable for Additional Life insurance coverage on the date of the accident.

The amount of the additional *AD&D insurance benefit* for other covered *losses* is a percentage of the amount payable for *loss* of the insured's life on the date of the accident, as shown below:

<b>Loss</b>	<b>Percentage Payable</b>
One hand or one foot . . . . .	50%
Sight in one eye, speech or hearing in both ears . . . . .	50%
Two or more <i>losses</i> listed above . . . . .	100%
Thumb and index finger on the same hand* . . . . .	25%
Quadriplegia . . . . .	100%
Hemiplegia . . . . .	50%
Paraplegia . . . . .	75%

\* This benefit is not payable if an *AD&D insurance benefit* is payable for the loss of the entire hand.

The *loss* must occur due to an accident and independently of all other causes, within 365 days after the accident. *Loss* of life must be evidenced by a certified copy of the death certificate. All other *losses* must be certified by a *physician* in the appropriate specialty as determined by us.

## How much coverage do I need?

It can be difficult to determine the amount of insurance you need. Each family has its unique set of circumstances, combined with needs that may arise with the unexpected loss of life. Use the worksheet below to calculate the amount of life insurance coverage you may need. The final total is the amount of Additional Life insurance you might consider applying for to meet your obligations. You may also access a needs estimator at [www.standard.com/mybenefits/newmexico\\_rmd](http://www.standard.com/mybenefits/newmexico_rmd).

Additional Life Insurance Worksheet		
	You	Your Spouse
<b>Immediate Needs</b>		
Medical and hospital expenses	\$ _____	\$ _____
Funeral/Burial expenses	_____	_____
Loans/Debts requiring payment upon death	_____	_____
Taxes:		
Federal and state income taxes	_____	_____
Property taxes	_____	_____
Federal and state estate taxes	_____	_____
<b>Long Term Needs</b>		
Mortgage	\$ _____	\$ _____
Debts (credit cards, car and student loans, etc.)	_____	_____
Educational/Vocational fund	_____	_____
Childcare expenses	_____	_____
Emergency fund for unforeseen expenses	_____	_____
<b>Income Replacement</b>		
<i>Consider the income needed to support your family and the number of years they will need that support.</i>		
	\$ _____	\$ _____
<b>Total Income Needs</b>		
<i>Add together all of the above.</i>		
	\$ _____	\$ _____
<b>Available Resources</b>		
Existing life insurance coverage	\$ _____	\$ _____
Other assets such as 401(k), stocks, bonds, etc.	_____	_____
<b>Total Additional Life Insurance Needed</b>		
<i>Subtract the amount of your available resources from your total income needs.</i>		
	\$ _____	\$ _____

## How much will the Additional Life and AD&D coverage cost me?

Use the following rate table to determine the monthly premium for your Additional Life and AD&D coverage.

Your age on last January 1	Rate per \$1,000 of total coverage
29 and under . . . . .	\$0.080
30 through 34 . . . . .	\$0.110
35 through 39 . . . . .	\$0.110
40 through 44 . . . . .	\$0.158
45 through 49 . . . . .	\$0.215
50 through 54 . . . . .	\$0.349
55 through 59 . . . . .	\$0.554
60 through 64 . . . . .	\$0.928
65 through 69 . . . . .	\$1.489
70 and above . . . . .	\$3.611

To calculate your monthly payroll deduction for your Additional Life and AD&D coverage, use the rates above and the formula below. You may also access a premium calculator at [www.standard.com/mybenefits/newmexico\\_rmd](http://www.standard.com/mybenefits/newmexico_rmd):

1. Enter on Line 1 the amount of Additional Life coverage elected . . . . . Line 1: \$ \_\_\_\_\_  

÷ 1,000

---
2. Divide the amount on Line 1 by 1,000 and enter on Line 2 . . . . . Line 2: \$ \_\_\_\_\_
3. Find the rate for your age in the rate table and enter on Line 3 . . . . . Line 3: \$ \_\_\_\_\_
4. Multiply Line 2 by the amount on Line 3 and enter on Line 4 . . . . . Line 4: \$ \_\_\_\_\_

The amount shown on Line 4 is your estimated monthly payroll deduction. Premiums for Additional Life and AD&D coverage will be deducted directly from your paycheck.

## How much life coverage may I get for my spouse and children?

This plan also includes Dependents Life insurance from The Standard. All *members* insured for Basic Life insurance are eligible to insure their *dependents*. If you elect *dependents* coverage, the amount for your *spouse* will be \$10,000 and the amount for each *child* will be \$5,000. In some cases, satisfactory *evidence of insurability* will be required to insure your *spouse*. Please contact your human resources representative for more information about *evidence of insurability* requirements.

The definition of *spouse* in the group policy includes *domestic partner*.

## How much will the dependents coverage cost me?

The monthly premium for your *dependents* coverage will be \$2.45 per month, regardless of the number of *dependents* covered. Premiums will be deducted from your paycheck.

## Will I have to provide information regarding my medical history?

If you apply for Additional Life insurance within 31 days of becoming eligible to apply and meet the *active work* requirement, you will automatically qualify for up to a set amount of coverage called the *guarantee issue amount*. This means that you will not have to answer medical questions to purchase coverage up to this amount.

If you determine that you need more insurance than the *guarantee issue amount*, satisfactory *evidence of insurability* may be required, which means that you will need to complete and submit a Medical History Statement. In some cases, The Standard may request additional medical information or a physical exam. Satisfactory *evidence of insurability* may also be required if you apply for coverage more than 31 days after becoming eligible to apply.

In certain circumstances, *evidence of insurability* is also required for reinstatement of terminated coverage and for *members* and *spouses* eligible but not insured under your *employer's* prior life insurance plan.

*Evidence of insurability* is not required for Additional AD&D Insurance.

## How do I apply for coverage?

To apply for coverage, complete the Enrollment Form in your enrollment packet, place it in a confidential envelope and submit it to your human resources department. When you apply for Additional Life insurance, an equivalent amount of Additional AD&D will be included. You can apply for coverage at any time, but remember if you apply more than 31 days after becoming eligible to apply, satisfactory *evidence of insurability* may be required. Coverage subject to *evidence of insurability* is not effective until the first day of the pay period next following the date *evidence of insurability* is approved by The Standard.

## How are benefits paid?

For amounts less than \$25,000, The Standard issues a check to each designated *beneficiary*. The Standard pays amounts of \$25,000 or more to each designated *beneficiary* by depositing funds into Standard Secure Access — a convenient, no fee, interest-bearing draft account.

With Standard Secure Access, each *beneficiary* receives a personalized checkbook and has complete control of the account. *Beneficiaries* can write checks as needed or for the full amount. This arrangement allows *beneficiaries* to earn competitive interest rates on their benefits while they take the necessary time to consider financial decisions and evaluate their choices.

## Will insurance benefits be reduced as I grow older?

Under this plan, insurance will not be reduced because of your age, unless your insurance is subject to termination under the *waiver of premium* provision.

## What happens if I become terminally ill?

Under the *Accelerated Benefit* provision, you may be eligible to receive up to 75 percent of your Additional Life insurance benefit if you become terminally ill, have a life expectancy of less than 12 months and meet other eligibility requirements.

This benefit allows you to use the proceeds as you desire — whether to cover medical expenses or to maintain your quality of life. The amount of Additional Life insurance payable upon your death is reduced by the *Accelerated Benefit* paid.

## Are there any other benefits with Life coverage from The Standard?

### Repatriation Benefit

The Standard pays an additional benefit, the *Repatriation Benefit*, if you die more than 150 miles from your primary place of residence. The Standard will pay for expenses, up to a benefit maximum, incurred to transport your body to a mortuary near your primary place of residence.

### MEDEX® Travel Assist

Life coverage from The Standard includes a program that provides a full range of 24-hour medical, legal and travel assistance services to you and your *dependents* when you travel more than 100 miles from home or in a foreign country for trips of up to 90 days.<sup>2</sup>

### Beneficiary Financial Counseling

This benefit provides significant financial expertise to beneficiaries of Life insurance and individuals receiving an *Accelerated Benefit*. Beneficiaries and individuals can call a toll-free number with financial questions for up to one year from the date the benefit is paid. They can even request a personalized financial plan. These services are provided by a certified financial planner. In addition, beneficiaries and individuals will receive a helpful guide to the different types of investments and portfolios and a glossary of financial terms.

### Additional AD&D Benefits

The AD&D coverage includes the following additional benefits when an *AD&D insurance benefit* is payable:

- **Seat Belt Benefit.** The *Seat Belt Benefit* provision provides an additional benefit in the event you die as a result of an *automobile* accident and you were properly wearing and using a *seat belt system*.
- **Air Bag Benefit.** The *Air Bag Benefit* provides an additional benefit in the event you die as a result of an *automobile* accident for which a *Seat Belt Benefit* is payable and the *automobile* was equipped with an *air bag system* that deployed (as evidenced by a police accident report), and you were seated in the driver's or passenger's seat intended to be protected by the *air bag system*.
- **Family Benefits Package.** The Family Benefits Package includes the *Child Care Benefit*, *Higher Education Benefit* and *Career Adjustment Benefit*. It provides your eligible family members with additional financial help for childcare, college or career training.
- **Occupational Assault.** The *Occupational Assault* provision provides an additional benefit if you suffer death or dismemberment as a result of an act of workplace physical violence that is punishable by law.
- **Public Transportation.** The *Public Transportation* provision provides an additional benefit in the event of death as a result of an accident that occurs while you are riding as a fare-paying passenger on *public transportation*.
- **Line of Duty Benefit.** The *Line of Duty Benefit* provision provides an additional benefit for state police or correctional officers who suffer death or dismemberment in an accident while acting in the line of duty.

<sup>2</sup> Provided through an agreement with MEDEX® Assistance Corporation

## What are the exclusions?

*AD&D insurance benefits* are not payable for death or dismemberment caused or contributed to by:

- *War* or act of *war*, declared or undeclared, whether civil or international, and any substantial armed conflict between organized forces of a military nature
- Suicide or other intentionally self-inflicted *injury*, while sane or insane
- Committing or attempting to commit an assault or felony, or actively participating in a violent disorder or riot
- Voluntary use or consumption of any poison, chemical compound, alcohol or drug, unless used or consumed according to the directions of a *physician*
- Sickness or pregnancy existing at the time of the accident
- Heart attack or stroke
- Medical or surgical treatment for any of the above

## When does coverage end?

Additional Life coverage ends automatically on the earliest of the following:

- The date the last period ends for which a premium was paid for your Additional Life insurance
- The date your employment terminates
- The date your Basic Life insurance ends
- The date your Employer's participation under the *group policy* terminates
- The date the *group policy* terminates
- The date Additional Life insurance terminates under the *group policy*
- The date you cease to be a *member*; however, insurance may continue for limited periods under certain circumstances

Dependents Life coverage for your *spouse* and *child(ren)* ends automatically on the earliest of the following:

- Five months after the date you die (No premiums will be charged for your Dependents Life insurance during this time.)
- The date your Basic Life insurance ends
- The date Dependents Life insurance terminates under the *group policy*
- The date the last period ends for which a premium was paid for your Dependents Life insurance
- When the *dependent* ceases to be an eligible *dependent*
- For your *spouse*, the date of your divorce or termination of your *domestic partner* relationship
- For a *child* who is *disabled*, 90 days after we mail you a request for proof of *disability*, if proof is not given

Additional AD&D insurance ends automatically on the date your Additional Life insurance ends.

### **If my Additional Life insurance ends or is reduced, may I convert to an individual policy?**

If your Additional Life insurance from The Standard ends or is reduced for any reason other than failure to pay premiums, you may be able to convert the terminated coverage to certain types of individual life insurance policies without providing *evidence of insurability*. You must apply for conversion and pay the required premium within 31 days after your Additional Life coverage ends or is reduced. AD&D coverage may not be converted under this provision.

### **May I buy group life coverage after I leave my employer?**

If your Additional Life and AD&D insurance and Dependents Life insurance ends because your employment terminates, you may be eligible to buy group insurance from The Standard through the *Portability* provision, assuming you meet the eligibility requirements. Please contact your human resources representative for more information about *Portability*.

### **What if I have additional questions?**

If you have any additional questions, please contact your human resource representative or visit [www.standard.com/mybenefits/newmexico\\_rmd](http://www.standard.com/mybenefits/newmexico_rmd) or call **888.609.9763**.

## About Standard Insurance Company

Standard Insurance Company has earned a solid reputation for its quality products, expert resources, superior service, steady growth, innovation and strong financial performance. Founded in 1906, The Standard is a leader in the group disability and life insurance market, while also offering individual disability, group dental and retirement plans for groups and individuals.



Standard Insurance Company  
1100 SW Sixth Avenue  
Portland OR 97204  
[www.standard.com](http://www.standard.com)

A subsidiary of StanCorp Financial Group, Inc.