TheStandard®

Standard Insurance Company
Employee Benefits – Waiver of Premium 888.394.6270 Tel
PO Box 2800 Portland OR 97208-2800

MERS®
Municipal Employees' Retirement System

Municipal Employees' Retirement System of Michigan Waiver of Premium Continued Life Insurance Application Instructions

Note to Employer: In order to complete this form, you will need your group policy number. If you do not know this number, please call 800.290.1445.

PLEASE READ CAREFULLY

Your group policy provides a benefit which waives further payment of Group Life Insurance premiums for eligible members who are unable to work at all reasonable occupations for which they are suited by reason of education, training and experience.

Under most policies, an individual must be less than 60 years of age at commencement of disability to qualify for waiver of premium. If you have a question regarding the age requirement under your Group Policy, please contact our office.

If you are eligible for this benefit, your Group Life Insurance will remain in force without payment of premiums for the remainder of your inability to work, or the maximum benefit period specified in the Group Policy. Please refer to the section of your Certificate of Insurance which deals with coverage during total disability for further information on the Waiver of Premium benefit.

In order to apply for this benefit, you must submit a completed claim packet. Your claim packet consists of four forms. All questions on these forms are important. Please answer them to the best of your ability. If a section does not apply to you, or the information is unavailable, please indicate that in the space provided.

The four forms in your claim packet are:

1. **Employee's Statement**

   Please complete the entire statement. If not enough space is given on the form, please use an additional sheet. Remember to sign and date the Statement. An unsigned Statement will be returned for your signature.

2. **Authorization to Obtain Information**
   Authorization to Obtain Psychotherapy Notes

   Please sign and date the Authorization to Obtain Information and attach it to the Employee's Statement. Your signature on this form enables Standard Insurance Company (The Standard) to obtain the information necessary to determine your eligibility for this benefit. The Authorization to Obtain Information also allows us to release this information to other parties for purposes specified on the Authorization.

   If you have seen or been treated by a Psychiatrist, Psychotherapist, Psychologist, Clinical Social Worker (MSW, MCSW, etc.), or any other provider of treatment for a mental condition, please sign and return the Authorization to Obtain Information and the Authorization to Obtain Psychotherapy Notes.

You will receive copies of these Authorizations upon your request.

3. **Attending Physician's Statement**

   Please provide member information at the top of the form and the remainder should be completed by your physician. If you have seen more than one physician for your disability, a statement should be completed by each one. Your physician(s) should mail the completed form directly to The Standard.

4. **Employer's Statement**

   This form should be completed entirely by your employer. Please see that your employer returns the form to The Standard.

You are responsible for making sure all required forms are completed and returned to our office. Processing of your claim will begin when all completed forms are received. Should you have any questions, our office is available to assist you.

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Reset

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Employee's Initial Statement

Please type or print, and complete all questions. Form may be returned for completion of unanswered questions.

EMPLOYEE

Full name: _____ Phone no.: (____) _____

Street address: _____ City: _____ State: _____ Zip code: _____

Birthdate: _____ Social Security No.: _____ Sex: ☐ Male ☐ Female

Do you have an individual life insurance policy? ☐ Yes ☐ No

If yes, indicate insurance carrier name, address and telephone number.

_____

_____

Did you receive a Group Life Certificate of Insurance? ☐ Yes ☐ No
Brochure? ☐ Yes ☐ No

EMPLOYMENT

Employer Group: **Municipal Employees' Retirement System of Michigan** Policy No.: **642946**

Street address: _____ City: _____ State: _____ Zip code: _____

Phone no.: (____) _____ Job title: _____

Describe your duties.

Date hired: _____ Last day at work: _____

Date you became unable to work at your occupation as a result of illness or injury: _____

Are you working at your occupation? ☐ Yes ☐ No or another occupation? ☐ Yes ☐ No If "yes" please complete the following:

_____ _____ (____) _____
Employer's Name Address Phone Number

Job title: _____ Date of employment: _____

_____ _____ (____) _____
Employer's Name Address Phone Number

Job title: _____ Date of employment: _____

Are you currently seeking employment? ☐ Yes ☐ No

Are you self-employed at any activity? ☐ Yes ☐ No Job title: _____

Date you resumed part-time work: _____ Date you resumed full-time work: _____

SICKNESS

Date first noticed: _____ What is your illness? _____

Please describe symptoms.

Have you ever had same condition or related illness before? ☐ Yes ☐ No Date: _____

ACCIDENT

Describe Injuries: _____

Cause of Injuries: _____

Time, date and location of accident:

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DISABILITY

Explain how your illness or injury prevents you from working.

ATTENDING PHYSICIAN

Physician's Name: _____ Phone No.: (_____) _____

Street Address: _____ City: _____ State: _____ Zip code: _____

Specialty: _____ Date first consulted for injury or illness: _____ Date last seen: _____

List all other physicians consulted for this injury or illness (you may attach separate sheet for additional physicians if needed).

Name _____
Specialty _____
Address _____
_____
_____
City State Zip

Phone no.: (____) _____ Fax no.: (____) _____
Date first visit: _____
Date last visit: _____

Name _____
Specialty _____
Address _____
_____
_____
City State Zip

Phone no.: (____) _____ Fax no.: (____) _____
Date first visit: _____
Date last visit: _____

HOSPITAL

If you were hospitalized for this condition, please complete. Please attach copy of hospital bill, if available.

Hospital name: _____ Address: _____

From _____ through _____ Reason for hospitalization: _____

From _____ through _____ Reason for hospitalization: _____

BENEFITS

Please check the benefits you have applied for and the appropriate status box.

Applied	Receiving	Effective	Denied	Appealing
☐ Social Security	☐	_____	☐	☐
☐ Worker's Compensation	☐	_____	☐	☐
☐ Short Term Disability	☐	_____	☐	☐
☐ Long Term Disability	☐	_____	☐	☐
☐ Other: _____ (e.g. retirement, union benefits, unemployment, etc.)	☐	_____	☐	☐

Please send copies of any letters/notices from the above sources/agencies with this application.

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EDUCATION

Please indicate the highest grade of school completed: _____

Did you receive a high school diploma? ☐ Yes ☐ No Year _____ GED diploma? ☐ Yes ☐ No Year _____

Did you attend college? ☐ Yes ☐ No Major _____ Did you graduate? ☐ Yes ☐ No Degree _____ Year _____

Graduate School? ☐ Yes ☐ No Major _____ Did you graduate? ☐ Yes ☐ No Degree _____ Year _____

Please describe any vocational or technical education training programs you have attended (i.e. Welding, Auto Mechanics, Clerical, etc.)

School or Institute: _____ Dates From: _____ To: _____

Degree or Certificate received: _____ Type of skills acquired: _____

Please describe any apprenticeship training programs you have attended: (i.e. Plumbing, Construction, etc.)

School or Institute: _____ Dates From: _____ To: _____

Degree or Certificate received: _____ Type of skills acquired: _____

Please describe any in-house training sessions you have attended.

Please describe any machines or tools you have used.

Please describe any supervisory duties you have had.

Please list any professional licenses you have obtained (Real Estate, Teaching Cert., Pilots, etc.) Are they current? ☐ Yes ☐ No

Do you now have a valid driver's license? ☐ Yes ☐ No Chauffer's license? ☐ Yes ☐ No Commercial? ☐ Yes ☐ No

Are you or have you been engaged in a vocational retraining program? ☐ Yes ☐ No

If yes, please list participation dates _____ through _____

Is a counselor assisting you with your job search? ☐ Yes ☐ No If yes, please complete the following.

Counselor's name: _____ Type of program: _____

Firm/agency name: _____

Address: _____ Phone No.: (____) _____ Fax No.: (____) _____

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WORK HISTORY AND EXPERIENCE

Complete the following, starting with your most recent work experience. If you have a resume, please attach. If necessary attach additional pages to complete work history. List all job titles you've had at each employer.

Dates of Employment	Company Name and Job Title	Describe Duties/Responsibilities	Salary (mo)
From:	Company Name:		
To:	Job Title:		
From:	Company Name:		
To:	Job Title:		
From:	Company Name:		
To:	Job Title:		
From:	Company Name:		
To:	Job Title:		
From:	Company Name:		
To:	Job Title:		
From:	Company Name:		
To:	Job Title:		
From:	Company Name:		
To:	Job Title:		

Please describe any **Military Service** you have had.

Branch: _____ Rank: _____ Dates From: _____ To: _____

Type of training received: _____

In the space below briefly describe your personal interests, occupational interests, and any hobbies that you may have.

Acknowledgement

I hereby certify that the answers I have made to the foregoing questions are both complete and true to the best of my knowledge and belief. I acknowledge that I have read the fraud notice on page 6 of this form.

Signature _____ Date _____

Some states require us to provide the following information to you:

CALIFORNIA RESIDENTS

For your protection, California law requires the following to appear on this form: Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

COLORADO RESIDENTS

It is unlawful to knowingly provide false, incomplete or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to the policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies.

FLORIDA RESIDENTS

Any person who knowingly and with intent to injure, defraud or deceive an insurance company, files a statement of claim or an application containing false, incomplete or misleading information is guilty of a felony of the third degree.

NEW JERSEY RESIDENTS

Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

NEW YORK RESIDENTS

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

PENNSYLVANIA RESIDENTS

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

ALL OTHER RESIDENTS

Some states require us to inform you that any person who knowingly and with intent to injure, defraud or deceive an insurance company, or other person, files a statement containing false or misleading information concerning any fact material hereto commits a fraudulent insurance act which is subject to civil and/or criminal penalties, depending upon the state. Such actions may be deemed a felony and substantial fines may be imposed.

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Municipal Employees' Retirement System of Michigan
Waiver of Premium
Continued Life Insurance
Authorization to Obtain Information

I AUTHORIZE THESE PERSONS having any records or knowledge of me or my health:

- Any physician, medical practitioner or health care provider.
- Any hospital, clinic, pharmacy or other medical or medically related facility or association.
- Any insurance or annuity company.
- Any employer or plan sponsor.
- Any organization or entity administering a benefit program or an annuity program.
- Any educational, vocational or rehabilitational organization or program.
- Any consumer reporting agency, financial institution, accountant, or tax preparer.
- Any government agency *(for example, Social Security Administration, Public Retirement System, Railroad Retirement Board, etc.).*

TO GIVE THIS INFORMATION:

- Charts, notes, x-rays, operative reports, lab and medication records and all other medical information about me, including medical history, diagnosis, testing and test results. Prognosis and treatment of any physical or mental condition, including:
  - Any disorder of the immune system, including HIV, Acquired Immune Deficiency Syndrome (AIDS) or other related syndromes or complexes.
  - Any communicable disease or disorder.
  - Any psychiatric or psychological condition, including test results, but excluding psychotherapy notes. Psychotherapy notes do not include a summary of diagnosis, functional status, the treatment plan, symptoms, prognosis and progress to date.
  - Any condition, treatment, or therapy related to substance abuse, including alcohol and drugs.

  and:
- Any non-medical information requested about me, including such things as education, employment history, earnings or finances, or eligibility for other benefits including retirement benefits and retirement plan contributions *(for example, Social Security Administration, Public Retirement System, Railroad Retirement Board, claims status, benefit amounts and effective dates, etc.).*

TO STANDARD INSURANCE COMPANY.

- I acknowledge that any agreements I have made to restrict my protected health information do not apply to this authorization and I instruct the persons and organizations identified above to release and disclose my entire medical record without restriction. I understand that The Standard will use the information to determine my eligibility or entitlement for insurance benefits.
- I understand and agree that this authorization shall remain in force throughout the duration of my claim for benefits with The Standard. I understand that I have the right to refuse to sign this authorization and a right to revoke this authorization at any time by sending a written statement to The Standard, except to the extent it has been relied upon to disclose requested records. A revocation of the authorization, or the failure to sign the authorization, may impair The Standard's ability to evaluate or process my claim and may be a basis for denying my claim for benefits.
- I understand that in the course of conducting its business, The Standard may disclose to other parties information it has about me. The Standard may release this information about me to a reinsurer, a plan administrator, or any person performing business or legal services for The Standard in connection with my claim.
- I understand that The Standard complies with state and federal laws and regulations enacted to protect my privacy. I also understand that the information disclosed to The Standard pursuant to this authorization may be subject to redisclosure with my authorization or as otherwise permitted or required by law. (Disability coverage is not subject to the Privacy Rules of the Health Insurance Portability and Accountability Act [HIPAA] and therefore the release of information to The Standard is not protected under the Act.)
- I acknowledge that I have read the authorization and the state variations *(if applicable)* on page 8. A photocopy or facsimile of this authorization is as valid as the original and will be provided to me upon request.

Name *(please print)* _____ Social Security No. _____

Signature of Claimant/Representative _____ Date _____

If signature is provided by legal representative (e.g., Attorney in Fact, guardian or conservator), please attach documentation of legal status.

This Authorization is a two-page document. Please see page 8 for additional terms and information. Both pages are part of the Authorization.

Some states require us to provide the following information to you and to those persons and entities disclosing information about you:

FOR RESIDENTS OF MINNESOTA

This authorization excludes the release of information about HBV (Hepatitis B Virus), HCV (Hepatitis C Virus), or HIV (Human Immunodeficiency Virus) tests which were administered (1) to a criminal offender or crime victim as a result of a crime that was reported to the police; (2) to a patient who received the services of emergency medical services personnel at a hospital or medical care facility; (3) to emergency medical personnel who were tested as a result of performing emergency medical services. The term "emergency medical personnel" includes individuals employed to provide pre-hospital emergency services; licensed police officers, firefighters, paramedics, emergency medical technicians, licensed nurses, rescue squad personnel, or to other individuals who serve as volunteers of an ambulance service who provide emergency medical services; crime lab personnel, correctional guards, including security guards, at the Minnesota security hospital, who experience a significant exposure to an inmate who is transported to a facility for emergency medical care; and other persons who render emergency care or assistance at the scene of an emergency, or while an injured person is being transported to receive medical care and who would qualify for immunity under the good samaritan law.

FOR RESIDENTS OF NEW MEXICO

The state of New Mexico requires us to provide you with the following information pursuant to its Domestic Abuse Insurance Protection Act.

The accompanying Authorization to Obtain Information allows Standard Insurance Company to obtain personal information as it determines your eligibility for insurance benefits. The information obtained from you and from other sources may include confidential abuse information. "Confidential abuse information" means information about acts of domestic abuse or abuse status, the work or home address or telephone number of a victim of domestic abuse or the status of an applicant or insured as a family member, employer or associate of a victim of domestic abuse or a person with whom an applicant or insured is known to have a direct, close personal, family or abuse-related counseling relationship. With respect to confidential abuse information, you may revoke this authorization in writing, effective ten days after receipt by The Standard, understanding that doing so may result in a claim being denied or may adversely affect a pending insurance action.

The Standard is prohibited by law from using abuse status as a basis for denying, refusing to issue, renew or reissue or canceling or otherwise terminating a policy, restricting or excluding coverage or benefits of a policy or charging a higher premium for a policy.

Upon written request you have the right to review your confidential abuse information obtained by The Standard. Within 30 business days of receiving the request, The Standard will mail you a copy of the information pertaining to you. After you have reviewed the information, you may request that we correct, amend or delete any confidential abuse information which you believe is incorrect. The Standard will carefully review your request and make changes when justified. If you would like more information about this right or our information practices, a full notice can be obtained by writing to us.

If you wish to be a protected person (a victim of domestic abuse who has notified The Standard that you are or have been a victim of domestic abuse) and participate in The Standard's location information confidentiality program, your request should be sent to the same address above.

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Authorization to Obtain Psychotherapy Notes

I AUTHORIZE THESE PERSONS having any records or knowledge of me or my health:

- Any physician, medical practitioner or health care provider; and
- Any hospital, clinic, or other medical or medically related facility or association.

TO GIVE THIS INFORMATION*:*

Notes recorded by a health care provider who is a mental health professional documenting or analyzing the contents of conversation(s) during a private counseling session or a group, joint, or family counseling session and that are separated from the rest of my medical record.

TO STANDARD INSURANCE COMPANY.

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- I understand and agree that this authorization shall remain in force throughout the duration of my claim for benefits with The Standard. I understand that I have the right to refuse to sign this authorization and a right to revoke this authorization at any time by sending a written statement to The Standard, except to the extent it has been relied upon to disclose requested records. A revocation of the authorization, or the failure to sign the authorization, may impair The Standard's ability to evaluate or process my claim and may be a basis for denying my claim for benefits.
- I understand that in the course of conducting its business, The Standard may disclose to other parties information it has about me. The Standard may release this information about me to a reinsurer, a plan administrator, or any person performing business or legal services for The Standard in connection with my claim.
- I understand that The Standard complies with state and federal laws and regulations enacted to protect my privacy. I also understand that the information disclosed to The Standard pursuant to this authorization may be subject to redisclosure with my authorization or as otherwise permitted or required by law. (Disability coverage is not subject to the Privacy Rules of the Health Insurance Portability and Accountability Act [HIPAA] and therefore the release of information to The Standard is not protected under the Act.)
- I acknowledge that I have read the authorization and the state variations (if applicable) on page 10. A photocopy or facsimile of this authorization is as valid as the original and will be provided to me upon request.

Name *(please print)*	Social Security No.
Signature of Claimant/Representative	Date

If signature is provided by legal representative (e.g., Attorney in Fact, guardian or conservator), please attach documentation of legal status.

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Continued Life Insurance
Attending Physician's Statement

Please type or print. The patient is responsible for the completion of this form without expense to Standard Insurance Company.

Full Name: _____ Phone No.: (_____) _____

Street Address: _____ City: _____ State: _____ Zip code: _____

Birthdate: _____ Social Security No. : _____ Sex: ☐ Male ☐ Female Claim No.: _____

Employer Group: _____ Policy No.: _____

Examiner: _____

The patient is responsible for the completion of this form. We must have comprehensive medical information in order to evaluate the insured's claim for Waiver of Premium.

HISTORY

Dominant Hand: ☐ L ☐ R Weight _____ Height _____

(a) Did you recommend your patient cease work? ☐ Yes ☐ No When? _____

(b) When did symptoms first appear or accident happen? _____

(c) Date disability began? _____

(d) Has patient ever had same or similar condition? ☐ Yes ☐ No If "Yes" state when and describe: _____

(e) Is condition due to injury or sickness arising out of patient's employment? ☐ Yes ☐ No ☐ Unknown

DIAGNOSIS (Including any complications)

(a) Diagnosis: _____

(b) Subjective symptoms: _____

(c) Objective findings (including current X-rays, EKGs, Laboratory Data and any clinical findings): _____

_____

_____

CARDIAC (If applicable)

Functional capacity: _____ ☐ Class 1 (No limitation) ☐ Class 2 (Slight limitation)

(New York Heart Assn.) ☐ Class 3 (Marked limitation) ☐ Class 4 (Complete limitation)

Blood Pressure (last visit): SYSTOLIC: _____ DIASTOLIC: _____ PULSE: _____

Functional and Therapeutic classification according to the New York Heart Association.

Please base this assessment on your most recent examination. **(Please circle one in each classification.)**

CLASSIFICATION OF THE SEVERITY OF HEART DISEASE

A. Functional Classification (Based on the patient's symptoms during various grades of activity.)

Class	I	Patients with cardiac disease but with no limitation of physical activity. Ordinary activity causes no undue dyspnea, anginal pain, fatigue or palpitation.
Class	II	Patients with cardiac disease and with slight limitation of physical activity. They are comfortable with mild exertion but experience symptoms with the more strenuous grades of ordinary activity.
Class	III	Patient with cardiac disease and with marked limitation of physical activity. They are comfortable at rest, but experience symptoms with the milder forms of ordinary activity.
Class	IV	Patients with cardiac disease and with inability to carry on any physical activity without discomfort. Symptoms of cardiac insufficiency or angina pectoris may be present, even at rest, and are intensified by activity.

B. Therapeutic Classification (Based on the physician's prescription of activity for the patient.)

Class	A	Patients with cardiac disease whose physical activity need not be restricted.
Class	B	Patients with cardiac disease whose ordinary physical activity need not be restricted but who should be advised against severe or competitive efforts.
Class	C	Patients with cardiac disease whose ordinary physical activity should be moderately restricted and whose more strenuous efforts should be discontinued.
Class	D	Patients with cardiac disease whose ordinary physical activity should be markedly restricted.
Class	E	Patients with cardiac disease who should be at complete rest.

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DATES AND NATURE OF TREATMENT

(a) Date of first visit? _____ Date of last visit? _____

(b) Frequency ☐ Weekly ☐ Monthly ☐ Other (Specify) _____

(c) Will treatment substantially improve function and employability? ☐ Yes ☐ No If yes, specify. _____

(d) Have you made referrals? ☐ Yes ☐ No _____ (____) _____
Name Specialty Phone No.

PROGRESS

Has patient: ☐ Retrogressed ☐ Unchanged ☐ Improved ☐ Recovered. ☐ Is patient: ☐ Hospital confined ☐ Bed confined ☐ House confined ☐ Ambulatory

Has patient been hospitalized for this condition or related complications? ☐ Yes ☐ No If yes, please provide the following:

Name of hospital: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone No.: (____) _____

Date admitted _____ Date discharged _____. *(Please use a separate paper for additional hospitalizations.)*

LIMITATION (If there is a limitation, check and describe below.) **Are the limitations permanent?** ☐ Yes ☐ No

☐ Sitting ☐ Standing ☐ Walking ☐ Bending ☐ Stooping Lifting ☐ Pushing/Pulling ☐ Climbing ☐ Use of left hand/arm ☐ Use of right hand/arm
Other (please explain): _____

PHYSICAL IMPAIRMENT (*as defined in Federal Dictionary of Occupational Titles)

☐ Class 1 – No limitation of functional capacity; capable of heavy work* No restrictions
☐ Class 2 – Medium manual activity*
☐ Class 3 – Slight limitation of functional capacity; capable of light work*
☐ Class 4 – Moderate limitation of functional capacity; capable of clerical/administrative (sedentary*) activity
☐ Class 5 – Severe limitation of functional capacity; incapable of minimal (sedentary*) activity
☐ Remarks: _____

MENTAL (if applicable)

Please define "stress" as it applies to this claimant. _____

☐ Class 1 – Patient is able to function under stress and engage in interpersonal relations (no limitations)
☐ Class 2 – Patient is able to function in most stress situations and engage in most interpersonal relations (slight limitations)
☐ Class 3 – Patient is only able to engage in limited stress situations and limited interpersonal relations (moderate limitations)
☐ Class 4 – Patient is unable to engage in stress situations or engage in interpersonal relations (marked limitations)
☐ Class 5 – Patient has significant loss of psychological, physiological, personal and social adjustment (severe limitations)
☐ Remarks: _____

Is the patient competent to manage insurance benefits? ☐ Yes ☐ No
If no, is the patient competent to appoint someone to help manage the insurance benefits? ☐ Yes ☐ No

EXTENT OF DISABILITY

Is patient now totally disabled from: Own occupation ☐ Yes ☐ No Any occupation ☐ Yes ☐ No

If no, when was the patient released to: Own occupation _____ Any occupation _____

If patient is currently totally disabled, when do you think he/she will be able to resume work activity:

Own occupation _____ ☐ Undetermined ☐ Never Any occupation _____ ☐ Undetermined ☐ Never

REHABILITATION

Would you recommend vocational counseling and/or retraining? ☐ Yes ☐ No

Is patient a candidate for further rehabilitation services? ☐ Yes ☐ No Can patient work with impairment if own job is modified? ☐ Yes ☐ No

If appropriate, when could a trial employment period begin?

(1) own occupation: _____ ☐ Full-time ☐ Part-time No. of hours per day _____ per week _____

(2) any occupation: _____ ☐ Full-time ☐ Part-time No. of hours per day _____ per week _____

Acknowledgement
I hereby certify that the answers I have made to the foregoing questions are both complete and true to the best of my knowledge and belief. I acknowledge that I have read the fraud notice on page 13 of this form.

_____ _____
Please print physician's name Specialty

_____ _____ Phone no.: (____) _____ FAX no.: (____) _____
Date Signature (Attending Physician)

_____ _____ _____ _____
Street address City State Zip code

Some states require us to provide the following information to you:

CALIFORNIA RESIDENTS

For your protection, California law requires the following to appear on this form: Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

COLORADO RESIDENTS

It is unlawful to knowingly provide false, incomplete or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to the policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies.

FLORIDA RESIDENTS

Any person who knowingly and with intent to injure, defraud or deceive an insurance company, files a statement of claim or an application containing false, incomplete or misleading information is guilty of a felony of the third degree.

NEW JERSEY RESIDENTS

Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

NEW YORK RESIDENTS

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

PENNSYLVANIA RESIDENTS

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

ALL OTHER RESIDENTS

Some states require us to inform you that any person who knowingly and with intent to injure, defraud or deceive an insurance company, or other person, files a statement containing false or misleading information concerning any fact material hereto commits a fraudulent insurance act which is subject to civil and/or criminal penalties, depending upon the state. Such actions may be deemed a felony and substantial fines may be imposed.

Standard Insurance Company
Employee Benefits – Waiver of Premium 888.394.6270 Tel
PO Box 2800 Portland OR 97208-2800

Municipal Employees' Retirement System of Michigan Waiver of Premium Continued Life Insurance Employer's Statement

EMPLOYEE

Name of Employee: _____

Street Address: _____ City: _____ State: _____ Zip code: _____

Job Title: _____

Social Security No.: _____ Date of Birth: _____

WORK STATUS INFORMATION

Employee's employment status on date disability commenced _____ Employee's insurance effective date _____

Was employee actively at work the day before disability commenced? ☐ Yes ☐ No. If yes, please list the number of hours worked per week _____ and the last day of work before disability commenced. _____

Has job been modified or hours reduced due to illness or injury prior to last day of work? ☐ Yes ☐ No

Is employee terminated? ☐ Yes ☐ No If yes, please list the effective date of termination _____ . (**Note: If yes, please stop premium payments for this employee.**)

Reason for termination: _____

If premiums have already been terminated, please provide date premiums have been paid through: _____

Date of employment or association membership (union or other) : _____ Name of union if applicable: _____

Contact person: _____

OTHER INFORMATION

A. Carrier

Does employee have any of the following insurance with Standard Insurance Company or with another carrier?

	The Standard	Other Carrier	Applied	Receiving
Long Term Disability	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No

If The Standard is the carrier, please list the policy number: _____ If the policy has class numbers, please provide the employee's class number: _____

If there is a carrier other than The Standard, please complete the following.

Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: (_____) _____ FAX: (_____) _____

	The Standard	Other Carrier	Applied	Receiving
Short Term Disability	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No

If The Standard is the carrier, please list the policy number: _____ If the policy has class numbers, please provide the employee's class number: _____

If there is a carrier other than The Standard, please complete the following.

Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: (_____) _____ FAX: (_____) _____

	The Standard	Other Carrier	Applied	Receiving
Life Insurance	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No

If The Standard is the carrier, please list the policy number: _____ If the policy has class numbers, please provide the employee's class number: _____

If there is a carrier other than The Standard, please complete the following.

Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: (_____) _____ FAX: (_____) _____

B. Worker's Compensation Carrier

Has employee applied? ☐ Yes ☐ No Is employee receiving? ☐ Yes ☐ No If yes, please complete the following.

Name: _____ Address: _____

City: _____ State: _____ Zip: _____ Phone: (_____) _____ FAX: (_____) _____

Contact person _____ Has employee applied for benefits? ☐ Yes ☐ No Is employee receiving benefits? ☐ Yes ☐ No

C. Social Security Benefits: Has employee applied for benefits? ☐ Yes ☐ No Is employee receiving benefits? ☐ Yes ☐ No

Standard Insurance Company
Employee Benefits – Waiver of Premium 888.394.6270 Tel
PO Box 2800 Portland OR 97208-2800

Municipal Employees' Retirement System of Michigan Waiver of Premium Continued Life Insurance Employer's Statement

Amount of Basic Life Insurance with The Standard $ _____

Amount of Voluntary Life Insurance with The Standard $ _____

Amount of Additional Life Insurance with The Standard $ _____

Does employee have life insurance for dependents under your group policy? ☐ Yes ☐ No

If yes, amount of Spouse Life Insurance $ _____, Dependent Life Insurance $ _____

PLEASE CONTINUE PAYMENT OF PREMIUMS UNTIL OTHERWISE NOTIFIED UNLESS EMPLOYEE HAS BEEN TERMINATED.

EARNINGS

Please check appropriate box and fill in the amount of salary.

☐ Basic Monthly Earnings Monthly rate $ _____

☐ Basic Yearly Earnings Annual rate $ _____

☐ Basic Contract Earnings Contract amount $ _____ Length of contract _____

☐ Basic Weekly Earnings Weekly rate $ _____

☐ Basic Hourly Earnings Hourly rate $ _____

☐ Commissions (Please attach list of commissions paid for the period specified in your group policy.)

Date of last increase _____

Earnings prior to increase _____ per _____

If effective date of increase in insurance is different from date of last increase, please give effective date of increase _____

EMPLOYER REPRESENTATIVE COMPLETING THIS FORM (Please Print or Type)

Employer Group: **Municipal Employees' Retirement System of Michigan** Policy No.: **642946**

Representative: _____

Address: _____ Zip Code: _____

Phone No.: (_____) _____ Fax No.: (_____) _____

Acknowledgement

I hereby certify that the answers I have made to the foregoing questions are both complete and true to the best of my knowledge and belief. I acknowledge that I have read the fraud notice on page 16 of this form.

Signature _____ Date _____

Title _____

IMPORTANT NOTICE

Attachments

Please attach the following.

a. **Original** Enrollment card and all subsequent coverage selections or changes

b. **Original** Beneficiary designations and subsequent changes

c. Copy of Job Description

d. Copy of Employment Application or Resume

Standard Insurance Company
Employee Benefits – Waiver of Premium 888.394.6270 Tel
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