

ARIZONA SHEET METAL TRUST FUNDS

HEALTH AND WELFARE

ADMINISTRATIVE OFFICE

PENSION

2400 W. Dunlap Ave., Suite 250
Phoenix, AZ 85021
(602) 249-3582
www.southwestservicepa.com

Dear Participant:

In March of this year, you were sent a letter describing Medicare's new regulations that requires all health plans to report the social security numbers of ALL eligible family members to Medicare as well as the Medicare HIC number for any family member who is eligible for Medicare. Under the law, Medicare is a secondary payer to Group Health Plans (GHPs) for certain beneficiaries, including those:

- who are age 65 or older and working with coverage under an employer-sponsored and/or contributed to GHP, for an employer with 20 or more employees (or if it is a multi-employer plan where at least one employer has 20 or more full or part-time employees);
- who are age 65 or older and with coverage under a working spouse's employer-sponsored and/or contributed to GHP, for an employer with 20 or more employees (the working spouse can be any age)(or if it is a multi-employer plan where at least one employer has 20 or more full or part-time employees);
- who have End Stage Renal Disease (ESRD) and are covered by a GHP on any basis (Medicare is secondary for a 30 month coordination period.); or
- who are disabled and have coverage under their own or a family member's GHP for an employer with 100 or more full or part-time (or if it is a multi-employer where at least one employer has 100 or more full or part-time employees.)

We have not received all of the required information on you and/or your eligible family members. Another enrollment form is enclosed. Please complete it and return it promptly in the enclosed return envelope. Unless we receive your completed form by November 15th, **eligibility for you and your dependents may not be available beginning January 1, 2010 until the information is received.**

PLEASE NOTE: For any employee or family member that is eligible for Medicare, we MUST HAVE THE MEDICARE ID number or a copy of the Medicare ID card.

We understand that some of you may be wary about giving out your family's social security numbers and we understand your concerns. Southwest Service Administrators follows all government standards when it comes to protecting your private information and, for your information, the social security number data sent to Medicare will be done so in a government approved, secured and encrypted format.

To read more on Medicare's requirements, go to www.cms.hhs.gov/MandatoryInsRep.

Thank you for your cooperation.

Sincerely,

BOARD OF TRUSTEES
October 2009

