

## Kansas Public Employees Retirement System

# Notice of Modification to Disability Income Benefit Certificate

Effective January 1, 2005, DCG Resource Options, LLC has replaced Security Benefit Life Insurance Company as the Administrator of the Kansas Public Employees Retirement System's long-term disability income benefits. All references to Security Benefit Life Insurance Company in the KPERS Disability Income Benefit Certificate are hereby changed to reference DCG Resource Options, LLC.

Written notice of claim for disability income benefits should be addressed to the Kansas Public Employees Retirement System, 611 South Kansas Avenue, Suite 100, Topeka, Kansas 66603.

All other provisions of the KPERS Disability Income Benefit Certificate remain unchanged.

Administrative services provided by:

DCG Resource Options, LLC, 145 Commercial Street, Portland, ME 04101  
Toll-Free: (877) 202-5300



This notice modifies the current disability income certificate provided to you by the Kansas Public Employees Retirement System or Security Benefit Life Insurance Company. This is a valuable document. Please keep in a safe place.

(Effective Date of Change: 1/1/05)



## Kansas Public Employees Retirement System Long-Term Disability Benefits

### HOW TO FILE A LONG-TERM DISABILITY CLAIM

If you become disabled, you may qualify for monthly disability benefits payable under the terms and conditions of the KPERS Long-Term Disability Income Benefit Plan. To file a disability claim, your employer must notify the KPERS' administrative office in Topeka, Kansas at:

Kansas Public Employees Retirement System  
611 S. Kansas Ave., Suite 100  
Topeka, KS 66603-3803  
Toll-free: (888) 275-5737  
Phone: (785) 296-6166  
Fax: (785) 296-6638  
E-mail: [kpers@kpers.org](mailto:kpers@kpers.org)

To begin the application process, your employer must submit an *Employers Report of Disability* form (KPERS-60) to the KPERS administrative office. Once KPERS verifies your eligibility to apply for benefits, you will receive a claim packet in the mail from DCG Resource Options with complete instructions on how to complete the forms.

The claim packet provides everything you need to apply for long-term disability benefits, including:

- your personal information,
- your employer's information,
- your physician's information, and
- an authorization form to allow DCG Resource Options to gather additional information as it becomes necessary.

From the date you become disabled, there is a 180-day waiting period before benefits become payable. Approximately 45 days prior to the end the 180-day waiting period, you should complete the claim forms and return them along with all required authorizations and statements to DCG Resource Options:

DCG Resource Options  
P.O. Box 7408  
Portland, Maine 04112-7408  
Toll-free: (877) 202-5300  
Fax: (888) 505-8550 or (207) 756-7503

This is important to ensure there is sufficient time to review your claim and obtain any additional information that is necessary prior to the date benefits begin.

**ALL FORMS IN THE CLAIM PACKET MUST BE COMPLETED TO AVOID DELAY IN PROCESSING YOUR APPLICATION FOR DISABILITY BENEFITS.**