

TO: All Employees Eligible for Excess Major Medical/Vision Program/Shelter Point Life Insurance

FROM: Kristin Capel-Eden

DATE: October 11, 2023

RE: OPEN-ENROLLMENT FOR
EXCESS MAJOR MEDICAL/VISION PROGRAM/SHELTER
POINT LIFE INSURANCE

Any employee who wishes to enroll in the plan, add or remove dependents or change his/her type of coverage (single or family), **must complete an enrollment form during the open-enrollment period**. These forms may be obtained on the Sachem website via the following link:

http://www.sachem.edu/district/benefits_department

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