



Mainstay Insurance Brokerage Inc. Phone: (905)886-9203

Do You Have Full Time Students Back To School?

In order to serve you better

To assist you with your employee benefit plan, we are continually updating our website. Located at:

www.mainstayinsurance.ca

The site provides easy access to many insurance company's websites and to the health and dental claim forms you utilize on a regular basis. We have also added links to the log on pages for members (employees) in order to provide quick entry to other websites.

If you use a form that is not on our website and would like it added, please send us an e-mail at:

feedback@mainstayinsurance.ca

Did you know that..

People who live in the Mediterranean countries have some of the lowest mortality rates in the world from cardiovascular-related diseases. There are many research studies showing positive links between the Mediterranean diet and olive oil, which is their main source of fat.

Whereas people living in Finland and the United States, who consume the highest amounts of saturated fat, have the highest mortality rate in the world.

Olive oil is also one of the healthiest substitutes for any fat used in any recipe. Try substituting butter or shortening with olive oil.

If you have a child who has entered post secondary school or who has returned to school, it is your responsibility to ensure that their personal information is kept up to date with the insurer in order to maintain their coverage.

Most group benefit plans define a dependant child as; "an employee's natural or adopted child, or stepchild, who is

- Unmarried;
- Not employed on a full-time basis;
- Not eligible for insurance under another group policy; and
- Either under 21 years of age, or, if a full-time student at an accredited school, college or university, under 25 years of age

Depending on the insurer, you may be asked to fill out a form providing details such as the name of the school, the length of the program etc. Some may ask for proof of full time enrolment and others may simply ask for a phone call providing a verbal statement that your child is enrolled full time and that will be recorded on file.

In most cases you will be required to update

information with the insurer each year that your child is returning to school and remains eligible. Most carriers require the information by the end of August.

Keeping this information updated is EXTREMELY important. By ensuring coverage is up to date, it ensures quick and easy claims payment should your child need prescription drugs or a dental visit while at school. It also ensures that the appropriate out of country coverage is in force. This is very important if your child were to leave the country and require emergency medical treatment. School or spring break trips are good examples of when services might be needed. An emergency is NOT the time to find out that your child has been removed from the plan because you forgot to update their information.

If your student is enrolled in a post secondary school that is outside of Canada, there are a number of other issues that also need to be considered.

The student will require an extension from OHIP (or your provincial health insurance plan). This does two things: it ensures your child's

ongoing OHIP coverage upon their return from school and allows group benefit plans to maintain coverage. This coverage is NOT always automatic and in most cases the insurer will need to be notified that your child will be attending school out of the country, that the OHIP coverage extension has been approved, and that they are enrolled fulltime (the same as an in province student).

If your child is no longer in full-time post secondary school, are married or are working full-time, they are no longer eligible to be on your benefit plan. They must enroll in the plan provided by their own employer or obtain personal individual coverage of their own. Having them remain on your employers benefit plan and not complying with the contract will result in their claims being declined.

Speak to your plan administrator or call the insurer directly if you have any questions or concerns, or to verify your child's coverage.

Insurer contact information can be obtained from your employee booklet or through our company website at :

www.mainstayinsurance.ca



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Note: This side of the newsletter is intended for you, the plan administrator. The information on the 'front' is targeted more to your staff and can be copied and distributed for their reference.

Just in case you were wondering...

Utilizing web/on-line plan administration can make keeping your plan up-to-date much easier. Whether you are adding or terminating staff, adjusting salaries or making employee status changes, all these modifications can be made in real (or near real) time. This means less chance of lost mail, input errors and delayed processing. Call your customer service number or ask us how to sign up.

This information is provided as a reference to clients of Mainstay Insurance Brokerage Inc. It is not intended as advice. Your situation and the contract provided by your insurer as well as any relevant legislation shall always take precedence. Always obtain appropriate legal, human resource or accounting advice.

Interested in helping make our city a better place?

Mainstay Insurance Brokerage has been helping to support the Evergreen Centre for Street Youth for over 11 years. The center provides a variety of supports to disadvantaged youth under the age of 25.

The Evergreen meal program is just one way that we can help to support the youth. At the dinners, volunteers pay for, cook, and serve a healthy meal for anywhere between 30 to 100 street youth in safe and supportive surroundings.

Over the years our support has grown from one meal per year to one per month, and last year, to providing over 30 meals.

Over the years we have been lucky enough to have many friends, clients, associates and employees from a wide variety of companies volunteer their time to buy, prepare and serve these meals to help out with this extremely rewarding program.

Many companies have also made other donations of products, funds, and their staff's time throughout the year.

These corporate groups include: *Mainstay Friends, Byron Gottschalk, Green Shield, Loblaw-Merchant Ops. Empire Life, Ally and Friends, Gary's girls, Apotex HR, Manulife-Affinity Creative Team, Associum, Debbie's girls, Straitline Transport.,*

Accerta, Swim Time, Manulife Vic. Pk., Shaheeda's girls, The P's and F's, and Ros's girls

We would like to take this opportunity to thank each and every one of them as well as all the other groups and individuals who volunteer their time in making all of this possible.

If you would like more information about hosting a dinner for the 2011/12 season, or about the Evergreen Dinner Program in general, please visit our website at www.mainstayinsurance.ca

Click on "Community" and then on "Evergreen Dinner Program" or call Dave at 905-886-9203.

Need Help with Human Resources (HR)

We are often asked by clients for assistance with Human Resource (HR) issues that are related to group benefits. While we try to provide some direction to our clients, we are NOT HR specialists. In fact, there really is no replacing a good HR resource to support you in handling messy terminations, complicated disability cases or other staff issues BEFORE they become problems. This can also be a great way of reducing liability at the same time. For example, the investment for the advice of an HR expert before terminating an employee can save costly wrongful dismissal lawsuits. We have a few HR consultants who we

have worked with in the past listed on the "Need Help?" page of our website. Give one of them a call if you are looking for assistance or are dealing with a complex issue, to see who might be a good fit for you and your firm.

What about sources of information that you can access in order to remain current on what is happening in the group benefits market, with some good HR content included?

One place that often has good information is the new web site run by Benefits Canada magazine called Small Biz Advisor (www.smallbizadvisor.ca).

It consists of columns written by insurers, benefit

brokers and others who are involved with the employee benefits marketplace. You can also subscribe to the RSS feeds or their regular newsletter as well. This is an excellent source of easy to read, short and to the point articles. Check out the site for more information.

In addition, the HRP (Human Resources Professional Association) has a comprehensive website (www.hrpa.ca) that allows non-members access to certain information like legal updates. For a small fee, you can subscribe to their monthly magazine, also without paying for a full annual membership.