

Dear Member,

As you know, your life, health and dental benefits are now provided through a provincial employee life and health trust sponsored by your affiliate, and are no longer provided through Thames Valley District School Board. Ontario Teachers Insurance Plan (OTIP) is the administrator of your provincial benefits plan. In order for OTIP to make updates or changes to your benefits information, we provide OTIP with key data elements including work status changes and basic information (e.g. your name, address, salary, etc.).

Currently, we are experiencing difficulties with the electronic transfer of this information to OTIP in the required format. As a result, new employees will experience a delay in enrolling in their benefits plan. Existing employees with a change to their work status or personal information will also experience a delay in seeing their coverage and premium costs updated to reflect their new status.

If you have not had any recent changes in your employment status or your personal information, you will not be impacted.

Thames Valley District School Board and our payroll software system provider are currently working to find a solution to this issue (with support from OTIP). Since the responsibility for managing unionized employee benefits has been transferred to a provincial benefits trust, our Human Resources office is unable to provide any additional information regarding your benefits coverage.

You are encouraged to regularly check OTIP's secure member site for updates.

Please be assured that OTIP and **the Thames Valley District School Board** continue to work collaboratively to ensure the information required for benefits enrolment is updated as timely as possible and to minimize any impact to your benefits coverage. OTIP has also confirmed that your entitlement to benefits will still be effective on the date you qualify, and any eligible claims that you incurred will be eligible for reimbursement. Premium refunds will also be provided if you overpaid due to late reporting of any change in your status.

If you have questions about your benefits and premium costs, please contact OTIP directly at 1-866-783-6847.