



Long Term Disability Coverage Termination OSSTF Provincial LTD Plan

Understanding your options

Most members are in a highly vulnerable financial position when they are confronted with a loss of income during a lengthy or permanent disability. Long term disability (LTD) insurance provides a safety net that will replace a percentage of your salary and provide pension plan protection should you be unable to work because of an illness or injury.

Applies to Scenario 2: Carefully consider your options prior to terminating coverage. Coverage cannot be cancelled retroactively. Cancelling your LTD coverage should only be done after serious consideration of potential consequences.

You may qualify to cancel your LTD insurance if you meet any ONE of the following criteria as set out by your insurance policy.

Scenario 1: Eligible for a 64% unreduced service pension

- You are eligible for a 64% unreduced service pension now, **or**
- You are eligible for a 64% unreduced service pension within the later of either the next 80 working days or the expiration of your sick leave credits

An unreduced pension means that your retirement pension is calculated without a reduction (penalty). To qualify for an unreduced pension under the **OTPP**, you must have the “85 factor” (age + qualifying service = 85).

To qualify for a 64% unreduced pension you must have 32 years of **credited** service and meet the “unreduced” criteria for your pension as noted above.

Scenario 2: Retirement date within the next 80 working days

- Your scheduled retirement date is within the next 80 working days and you have notified both the Teachers’ Pension Plan and your board.

Scenario 3: You have recently turned 65

- You have reached the end of the month in which you turned 65, **or**
- You will reach the end of the month in which you turn 65 within the later of either the next 80 working days or the expiration of your sick leave credits

Things to consider if you are terminating your LTD coverage due to your scheduled retirement but you are not within the waiting period of eligibility for a 64% unreduced service pension or age 65:

- You are still eligible for coverage under the OSSTF Provincial LTD Plan up to the date of your retirement. You are not required to cancel your coverage simply because you have notified your board of your intention to retire.
- If you became disabled prior to your date of retirement, you have the right to make an LTD claim. If approved, LTD benefits would be payable until either you recover, you become eligible for a 64% unreduced service pension, **or** you reach the end of the month following your 65th birthday (as long as you were not receiving OTPP pension benefits).

See reverse for application instructions.

Application instructions

If you wish to terminate your LTD coverage and discontinue your premium deductions, please complete an **Application for Coverage Termination**. Be sure to include the supporting documentation required in order to process your request.

You should submit your completed form with the necessary documentation at least **2 months prior** to the desired cancellation date to ensure the board stops deducting LTD premiums on time.

Return Instructions

Please return your completed Application for Coverage Termination to:

Ontario Secondary School Teachers' Federation District 11 - Thames Valley
680 Industrial Road
London, ON
N5V 1V1

Fax: 519-659-2421

Questions

Please direct any questions regarding the termination of your LTD benefits to:

Tim Davis, Federation Services Officer, OSSTF District 11 – Thames Valley
Phone: 519-659-6588
E-mail: TimDavis@osstf11.com

Your LTD benefits plan is sponsored by OSSTF Provincial. Please do not call your school board for assistance. Please direct any questions to your local OSSTF District Office.



ONTARIO TEACHERS INSURANCE PLAN
 125 Northfield Drive West, PO Box 218
 Waterloo ON N2J 3Z9
 519.888.9683
 1.800.267.6847

Application for Coverage Termination OSSTF Provincial Long Term Disability Plan Teachers Bargaining Unit Members

Basic Personal Information (Must be completed)

Name (Last, First and Middle Initial)

Address (Number, Street and Apt.)

City Prov. Postal Code Date of Birth (mm/dd/yyyy)

Home Telephone Number () () Work Telephone Number () () School Board

E-mail Address OSSTF District Number

Employee Number Policy Number

Instructions

This form should be completed if you wish to terminate your long term disability (LTD) plan coverage and discontinue your premium deductions. Coverage cannot be cancelled retroactively. Cancelling your LTD coverage should only be done after serious consideration of potential consequences.

There are **three** scenarios under which your LTD coverage may be terminated. Please check off the situation that applies to you and submit the required information as detailed below.

Scenario 1	Scenario 2	Scenario 3
You are eligible for a 64% unreduced service pension, or you are within either the later of 80 working days, or the expiration of sick leave of being eligible for a 64% unreduced service pension.	You have notified both the Teachers' Pension Plan and your board of your scheduled retirement date, which is within 80 working days.	You have reached the end of the month in which you turned age 65 or you are within either the later of 80 working days, or the expiration of sick leave of reaching the end of the month in which you turn age 65.
<i>A copy of your Teachers' Pension Plan Board service credit statement is required.</i>	<i>A copy of your retirement letter plus a copy of your Teachers' Pension Plan Board statement is required.</i>	<i>Proof of age is required (i.e., provincial health card, drivers licence or birth certificate).</i>

Please note

If a request for cancellation is received by the 15th of the month, coverage will be cancelled on the 1st of the following month. If a cancellation request is received after the 15th of the month, coverage will not be cancelled until the 1st of the 2nd month following receipt (subject to your board's payroll deadlines).

Authorization

In recognition of the documentation attached, I waive all rights of benefit or redress against the LTD plan, or my federation, or its officers, should I become ill or disabled subsequent to the effective date of this termination request and prior to my retirement from the board.

Return your completed form to your local OSSTF District office.

Signature X _____ Date (mm/dd/yyyy) _____