



Lieutenants Benevolent Association

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RETIREMENT GUIDE

(July 2020)

PRIOR TO RETIREMENT

New York City Police Lieutenants can capably and effectively handle extremely complex catastrophes. They react to these situations seemingly with little effort and conduct themselves as if through muscle memory. One of the reasons for having the ability to capably respond to and address such chaotic scenes is due to our Lieutenants having years of experience in handling these types of scenarios.

However, many of our Lieutenants do not know what they should do prior to retiring from the Department. This is understandable; you only retire once. All Lieutenants seriously considering retirement should ensure that they confer with the following person(s)/entity(s) prior to filing for retirement:

- **Roy Richter**: When you retire from the Police Department there are many decisions to make regarding your pension and other benefits. These decisions include:
 - Whether or not to take a “Final Loan” and, if you elect to take the “Final Loan”, how may it impact your overall pension.
 - What are the potential benefits and costs associated with possibly taking a “Pension Option” and if you elect to take a “Pension Option” how may it impact your overall pension?
 - Income tax considerations related to:
 - The NYC Deferred Compensation 457 plan, 401(k) plan and 401(a) plan.
 - The SOC Annuity Trust Fund.
 - The Lump-Sum Election of Terminal Leave.

To meet the needs of our members and to provide a resource to assist you in making these decisions, the CEA and LBA have retained Roy Richter to provide an individualized consultation when considering retirement. Roy brings a wealth of knowledge on these topics from his career in the Police Department, and he is also a licensed attorney with a practice that specializes in tax and estate planning. Roy will be able to provide and explain the “pension option” costs as applied to your pension and the income tax considerations for each of your defined contributions plans.

Members can contact Roy by e-mail at RTRichter@Outlook.com to schedule an appointment.

- **Nicholas Cifuni**: A retired NYPD Lieutenant and former LBA Delegate, Nick is a founding partner of the Ungaro & Cifuni law firm. Nick provides all Lieutenants Benevolent Association members counsel in regard with Accidental Disability pension claims / WTC presumptive Accidental Disability pension claims and WTC Victim's Compensation Fund issues. **If you believe you may be entitled to an Article II – Disability Pension, you must file notice of this with the Medical Division prior to your separating from the Department; before your last day of Active duty with the Department.** To contact Nick, call 212-766-5800, or e-mail him at Nick@NYCDisabilityLaw.com.

- **Vascular Diagnostics**: For more than two decades Vascular Diagnostic has been offering the best in cardiovascular healthcare, they have learned to take no chances with their patient's health. They do not simply rely on the latest technology to do the work for them. It is the experience of their staff that makes them the best at what they do. Their state-of-the-art facility provides their board-certified cardiologists and expert technicians the tools they need to ensure that their patients get the best care available. When you call Vascular Diagnostics, a professional will ask you some medical questions to discern what testing you may require. They offer the following tests: Exercise Stress Testing / Nuclear Imaging Scans/ Echocardiogram / Peripheral Arterial Ultrasound / Additional Tests (Ultrasound of abdominal (Aorta for aneurysm), Cardiovascular Risk Profile, Ultrasound of carotid, Blood Test (High Cholesterol, High LDL/Low LDL, High Triglycerides, and High Glucose). By providing a wide range of diagnostic tests, they can catch problems that any single technology might miss. They participate in all insurance plans and the cost for the testing is usually covered with a \$15 Co-pay. Vascular Diagnostic is located at 41-61 Kissena Blvd. in Flushing Queens; they offer validated parking in a neighboring garage. Call Vascular Diagnostic at 1-718-886-0600 to make an appointment and mention that you are a member of the LBA.

- **HeartScan Services**: The mission of HeartScan Services is to bring awareness and early detection to heart disease, stroke, peripheral arterial disease and thyroid cancer through preventive screening. The goal is to screen individuals who may not know they are at risk for these devastating diseases. HeartScan wants to prevent the preventable with early detection. All studies are performed by a cardiac sonographer and read by a board-certified cardiologist. The screening evaluates the risk for Cardiovascular Disease and thyroid cancer. They perform the following scans: Echocardiogram / Carotid screening / Ankle-Brachial Index (ABI) / Thyroid Ultrasound / Aortic Aneurysm screen (Additional \$50 Cost). **The process takes approximately 30 minutes and costs \$199.** You can visit the HeartScan website for further information at <http://heartscanservices.com/home.php>. Call HeartScan at 866-518-1112 to make an appointment and mention that you are a member of the LBA.

- **Inner Imaging**: While you should always consult your regular physician regarding medical procedures, the LBA has arranged a discounted fee schedule for Lieutenants who wish to avail themselves of the latest body-scanning technology providing cutting-edge medical diagnoses. Inner Imaging, a body scanning facility at (Note: New Address) 307 East 63rd Street in Manhattan, offers non-invasive heart, lung, colon, or full body scans that can detect early stages

of heart disease, lung and colon cancers, or other problematic conditions. Certain scans can also measure bone density. The heart scan: can detect plaque deposits and hardening of the arteries (atherosclerosis), which can lead to sudden heart attack. The lung scan: uses an Electronic Beam Tomography (EBT) that is ten times more sensitive than a regular chest X-ray and can detect early lung cancer. A baseline lung scan can also help measure the effects of environmental pollutants and job-related hazards – which is especially important considering the dangerous exposure almost all of us experienced while working in the rescue-and-recovery effort in the wake of 9/11. Inner Imaging’s EBT technology can also conduct a virtual colonography, a non-invasive procedure (as opposed to the traditional invasive colonoscopy) for the early detection of colon cancer, the nation’s second most common cause of cancer-related death. **Your out-of-pocket cost for the full body scan is only \$375.** Inner Imaging has also recently introduced a **Cancer Screening Panel** using biomarkers; **The co-pay is \$30 if you have GHI, Blue Cross Blue Shield, and the Empire Plan.** The Cancer Panel tests for the following: CA19-9, Serum (Proposed as a marker for Pancreatic Carcinoma) / CA 125 (Proposed as a marker for Ovarian Cancer) / CEA (Measures a protein in the blood for certain kinds of Cancers) / Alpha Fetoprotein (Tumor Marker) / Amylase Serum (Acute Chronic Pancreatitis) / CMP (Tests for Diabetes) / GGT (Tests for three forms of liver disease). More information on these and other procedures, including cost, is available by calling Inner Imaging at (212) 777-8900, or by visiting their website at www.innerimagingnyc.com. Inner Imaging does not usually accept health insurance as a form of payment. (Check with your insurer regarding possible reimbursement).

- **Review with a Financial Consultant Pension Options & Costs:** Choosing an Option provides continuing income to a beneficiary after your death. **The new calculations (applicable to MOS retiring on or after April 1, 2019) of estimated Pension Option costs, based on revised actuarial tables, may make taking a Pension Option more fiscally feasible than in the past.** Here is a simple example of how the Pension Option costs have noticeably declined from prior Pension Option costs; the monetary amounts are loosely based on a Lieutenant with 27 years / 19 years as a Lt. / age 53 / beneficiary age 47 / with an annual pension of approximately \$147,000:

ANNUAL OPTION COSTS COMPARED

	<u>1985</u>	<u>NO W/DRAWAL</u>	<u>2019</u>	<u>% DECREASE</u>
Option 2 (100% to Beneficiary)	\$28,318		\$17,441	38.41%
Option 3 (50% to Beneficiary)	\$15,674		\$10,368	33.85%
Option 4.2 (100% to Beneficiary w/ Pop-Up)	\$30,068		\$18,298	39.15%
Option 4.3 (50% to Beneficiary w/ Pop-Up)	\$16,747		\$10,846	35.23%

	<u>1985</u>	<u>EXCESS ONLY</u>	<u>2019</u>	<u>% DECREASE</u>
Option 2 (100% to Beneficiary)	\$25,609		\$14,682	42.67%
Option 3 (50% to Beneficiary)	\$14,174		\$8,227	41.96%
Option 4.2 (100% to Beneficiary w/ Pop-Up)	\$27,191		\$15,464	43.13%
Option 4.3 (50% to Beneficiary w/ Pop-Up)	\$15,145		\$8,663	42.80%

	<u>1985</u>	<u>FULL W/DRAWAL</u>	<u>2019</u>	<u>% DECREASE</u>
Option 2 (100% to Beneficiary)	\$23,804		\$12,844	46.04%
Option 3 (50% to Beneficiary)	\$13,175		\$6,800	48.39%
Option 4.2 (100% to Beneficiary w/ Pop-Up)	\$25,275		\$13,576	46.28%
Option 4.3 (50% to Beneficiary w/ Pop-Up)	\$14,077		\$7,209	48.79%

- **Karasyk and Moschella; Will Preparation:** Our general counsel law firm, Karasyk and Moschella, provides every LBA member in good standing a one time – no cost Will, Living Will and Health Care Proxy preparation. Every member should take advantage of this service. This is another important step to consider when contemplating retirement. You may also want to discuss other issues with the attorney from Karasyk and Moschella, i.e. Trust, Medicare Trust, etc.

- **Notice of Participation with Police Pension Fund:** For those members who participated in the rescue and recovery efforts associated with the terrorist attacks on September 11th, 2001, you must ensure that you have a Notice of Participation filed with the Police Pension Fund, You can visit the Police Pension Fund website at, https://www1.nyc.gov/html/nycppf/downloads/pdf/wtc_main.pdf, to see if your Tax# is listed. If your Tax# is listed, then you are registered and may be eligible for a Presumptive World Trade Center Disability pension should you be deemed disabled due to a certified 9-11 related ailment. For those already retired on a “Service” pension, if you deemed disabled due to a certified 9-11 related ailment your “Service” pension will be converted into a Presumptive World Trade Center Disability pension.

- **Life Insurance:** As an Active Member of the Department, the LBA provides each member with \$200,000 Life insurance for the member, \$50,000 for the member’s spouse, and \$8,000 dollars for each dependent child. **Upon retirement this Life insurance ceases.** An important, but sometimes overlooked, item to be considered prior to retirement is acquiring Life insurance. Everyone’s needs regarding Life insurance are specific to their situations, i.e. monetary needs, marital status, children, etc. The LBA’s insurance consultant team at Mechanic and Associates are available for conferral in relation to all your insurance needs. You can contact Mechanic and

associates at 845-624-3800. You may also check with your local bank for SBLI insurance and or search the internet for reputable providers of Life insurance.

**AN IMPORTANT MESSAGE
FOR OUR MEMBERS CONTEMPLATING RETIREMENT
ENROLLED IN HEALTH INSURANCE PLAN OF NEW YORK “HIP”
(Prices Listed as of January 2019)**

In the past, the LBA would encounter many Active Lieutenants enrolled in the Health Insurance Plan of New York (HIP) discovering that upon retiring they will be responsible to pay \$565.97 a month (\$6791.64 a year) for the **Family Prescription Drug Rider Cut Out**.

In the past, many of our members retained HIP upon retiring in order to preserve prescription coverage for their children. However, since January 1, 2009, retirees' children are covered for prescriptions through the SOC Health & Welfare Fund. The SOC Optional Prescription Drug Rider costs per year are:

- 1 child = \$144
- 2 children = \$216
- 3 or more children = \$288

Everyone's insurance needs are unique. However, a quick simplistic comparison of the cost of GHI family coverage and HIP family coverage for a retiree equates to the following:

GHI = \$13.20 a month; \$158.40 a year

HIP = \$565.97 a month; \$6,791.64 a year

This equates to a retiree with HIP family coverage potentially paying \$6,630 dollars more than a retiree with GHI family coverage.

We do not endorse nor recommend any one Health Carrier over the other as each member's needs and the needs of his/her families are unique. However, we believe it is our responsibility to make our members aware of costs associated with their Health Carrier choice.

**RESEARCH HEALTH INSURANCE COVERAGE
BEFORE RELOCATING**

The LBA staff receives numerous phone calls throughout the year from members who have relocated to locations out of the tri-state area in regard to an inability to find a doctor/physician who accepts Emblem Health (GHI & HIP). If you plan to move out of the tristate area, we suggest you visit the Emblem Health website to identify what doctors may accept Emblem Health coverage and how far they may be from your new residence. The Emblem Health website is at www.EmblemHealth.com. If you are a first time visitor to the website, you will need to register. To register you will need your member ID#, located on your GHI or HIP card. Click on the icon “FIND A DOCTOR OR HOSPITAL, Locate a doctor, hospital, or other health care services near you”; located on the left hand side of the screen. On this screen you will be able to plug in your new address and search the vicinity for doctors in the GHI & HIP network. We recommend that you contact the listed doctor directly to confirm that they accept GHI or HIP insurance. In instances

where it appears that Emblem Health is not widely accepted in the location you are relocating to, you may want to inquire as to what health insurance plans offered by the city are accepted in the area, i.e. Aetna, Empire, etc. A list of the health insurance plans offered by the City can be viewed by visiting the NYC Office of Labor Relations website at www.nyc.gov/olr, and click on the “Health Ben” icon. Prior to relocating members should also investigate the accessibility to SOC prescription, dental and optical providers.

DAY OF RETIREMENT
RETIREMENT CHECKLIST FOR UMOs
(PROVIDED BY PERSONNEL BUREAU: HUMAN RESOURCES DIVISION)

Please use this checklist as a guide to help you with your transition as you prepare to retire from the NYPD.

- Please notify your Commanding Officer of your intent to retire. Obtain **endorsed** Property Receipt - Discontinuance of Service (PD520-013) from your Commanding Officer. As you return your departmental property in the days to come, this receipt will be completed and required to be submitted at your final Police Pension Fund appearance and after your last tour of duty.
- Please contact the Police Pension Fund to schedule an appointment at least **THIRTY (30)** days *PRIOR* to retirement. They are located at 233 Broadway, N.Y, N.Y (19th FL) and can be reached at (212) 693-5733. (It should be noted that Tier 2 members must report at least 30 days in advance and Tier 3 members may report without notice. However, if Tier 3 members report less than 30 days in advance, they will not receive their retired ID card or Armed Guard Letter until 30 days after the appointment.) The Police Pension Fund will calculate your last day worked and provide you with a retirement date.
- Report to the Police Pension Fund on scheduled appointment date with Property Receipt - Discontinuance of Service. You will receive a copy and the Police Pension Fund will notify the Department of your intent to retire.
- After your last tour of duty, which may include terminal leave, vacation, or other leave, please bring the copy of the “Property Receipt- Discontinuance of Service” to the Police Pension Fund. The Police Pension Fund counselor will give you a step by step checklist to follow on the same day.
- The steps are as follows:
 - Step 1: Go to ITB - Room 804 at 1 Police Plaza, to return any Department electronic Equipment, if applicable, including: Department Smartphone, Radio, Laptop, Tablet, MiFi Device, VPN Token
 - Step 2: Go to the Uniformed Retiree Clearance Unit, Room 501.

- Submit Property Receipt - Discontinuance of Service (PD520-013). (The Unit will conduct background checks through the following Units: Medical, Department Advocate, and Internal Affairs.)
- Once background checks are completed, UMOS will be issued one or more of the following documents depending on the outcome of the above mentioned checks:
 - Pistol Inquiry Response Letter (a.k.a: The Good Guy Letter)
 - HR 218 Card- LEOSA (Law Enforcement Officers Safety Act) which is valid for one year from the date of last qualification at the range. Upon expiration, you can renew privately the LEOSA card.*
 - Congratulatory letter from the Police Commissioner
 - Armed Guard Letter (“Letter of Good Standing” Includes Rank, Dates of Employment, etc.)
- Step 3: Go to the Shield, ID and Retirement Clearance Unit, Room 502/502A.
 - Return Shield and ID to the Shield, ID and Retirement Clearance Unit (Rm. 502). You will be issued a RETIRED NYPD ID card from the ID Unit (Rm. 502A)

NOTE: Retired ID cards are issued based on your current duty status (i.e. Full Duty/ Restricted/ Modified/ Suspended). You may be entitled to a Full Duty or No Firearms ID Card, or may not be entitled to an ID card depending on status.

 - The Property Receipt - Discontinuance of Service form is updated and returned to UMOS
- Step 4: Go to the Licensing Division, (Room 110) to:
 - Pick up a NYC Pistol Permit form and complete accordingly (only for NYC residents)
- Step 5: Return to the Police Pension Fund at 233 Broadway, 19th Fl.
 - Submit the COMPLETED PROPERTY RECEIPT – DISCONTINUANCE OF SERVICE FORM to finish the retirement process.

*Note: Notify firearms instructor of retirement within 12 months of the actual retirement day. The range will issue MOS a range attendance slip which must be provided to the Shield, ID, and Retirement Unit as per P.G. 205-64, in order to obtain a HR 218-LEOSA card.

**NOTE: PLEASE REFER TO PATROL GUIDE PROCEDURE 205-42 and 205-44
FOR MORE DETAILED INSTRUCTIONS.**

RETIREE HEALTH BENEFITS

Due to an extensive reengineering in 2008, of the services provided by the Superior Officers Council Health and Welfare Fund, the benefits afforded to retirees connected with prescription, dental and optical coverage are almost equivalent to your Active benefits. The following is a simple synopsis of your Retiree benefits:

Prescriptions: Retirees have an annual \$50 family deductible for prescriptions; the first \$50 dollars in prescription costs are paid by the member and then the prescription benefits provided by the SOC go into effect; you pay 5% for generic medications and 35% for brand name medications. Retirees must also pay an annual Rider to provide prescription coverage to their eligible dependents. The Eligible Dependent Prescription Rider costs are as follows:

One (1) Child = \$144

Two (2) Children = \$216

Three (3) Children = \$288

Retirees have an annual prescription cost cap towards medications. \$7,000 individual or a total of \$10,000 per family.

Dental: Dental benefits remain the same as when you were an Active member. However, there is a difference in the monthly premium cost if you are enrolled in the HeathPlex Buy-Up plan. Retirees pay \$39 dollars a month (automatically deducted each month from your Pension payment); this is \$10 dollars less a month than Active members.

Optical: Effective August 1, 2016, Davis Vision is the exclusive provider for your vision care needs. This is a paperless benefit, the Superior Officers Council will **no longer be issuing paper vouchers or providing cash reimbursements for the optical benefit.** The SOC also announced that **retirees are now eligible to participate in the optical plan every year; as opposed to every two years.** As opposed to Active members, Retirees have the following co-pays associated with the optical benefit:

Basic Co-Payments:

In-Network providers within New York State (Client Code# 2162):

- \$25 for Exam

****If you schedule an appointment to visit a Davis Vison / Visionworks location after already having seen an optometrist and receiving a lens prescription to present at Davis Vison / Visionworks the \$25 exam fee is waived****

- Glasses/Contact Lenses = No Charge, unless you opt for frames/contact lenses outside of those provided by Davis Vison (See explanation above)

In-Network providers outside of New York State (Client Code# 2164):

- \$50 for Exam

****If you schedule an appointment to visit a Davis Vison / Visionworks location after already having seen an optometrist and receiving a lens prescription to present at Davis Vison / Visionworks the \$50 exam fee is waived****

- \$15 for glasses

UPON THE PASSING OF AN LBA MEMBER

The officers and staff of the Lieutenants Benevolent Association and the Superior Officers Council recognize that the loss of a loved one is always a traumatic event. We hope the information contained in the following pages, although not all inclusive of every scenario, will serve as a useful tool to you and your family to minimize stress and help you get your affairs in order at this difficult time.

WHO TO NOTIFY UPON THE PASSING OF A MEMBER

Among the many things family members need to do upon the passing of their loved one is to make timely notifications to Police Department units, respective unions and other governmental agencies. This is especially important since it will provide your family with information regarding the privileges they and you may be entitled to.

- NYPD Operations Unit: 646.610.5580
One Police Plaza
New York, NY 10038
(Pallbearers are available in all five boroughs, all of Long Island and upstate New York, not beyond Dutchess County).
- NYC Police Pension Fund: 212.693.5607/5919
233 Broadway, 25th Floor
New York, NY 10279
Attn: Retiree Death Benefits Unit
(In writing or by telephone)
- NYC Health Benefits Section: 212.513.0470 (Due to heavy volume it is very difficult to get through by phone, we suggest you submit notifications/requests via US mail, Certified)
22 Cortlandt St., 12th Floor
New York, NY 10007
(Request "COBRA for Life" application; *refer to "Survivor's Health Benefits" contained in this article*)

- Social Security Administration / Social Security: 800.772.1213
A surviving spouse or child may receive a special lump-sum death payment of \$255 if they meet certain requirements. In most cases, the funeral home will report the person's death to Social Security. If you want them to do that, you will need to give the deceased's Social Security Number to the funeral director so he or she can make the report.

- Superior Officers Council: 212.964.7500, Option# 1
40 Peck Slip
New York, NY 10038
Possible Annuity Fund account and SOC Death Benefit: The Superior Officers Council provides a Death Benefit to members who retired on or after January 1, 1971. The specific provisions of the Benefit are based on when the member retired, and/or what option the "Retired" member selected; *refer to "SOC Death Benefit" contained in this article.*

- Lieutenants Benevolent Association: 212.964.7500, Option# 2
Regarding possible life insurance

- If a veteran, notify the Veterans Administration. Call Toll-Free 1-800-827-1000 or Visit the Web Site at <http://www.va.gov>. The decedent may be entitled to Burial and Plot-Interment allowance, a VA National Cemetery Burial, a Headstone and Marker, a Presidential Memorial Certificate, and Burial Flag. Often times the Funeral Director will make this notification.

- Deferred Compensation: 212-306-7760
Regarding possible Deferred Compensation Account

- To Surrender Member's Firearms, **for NYC residents**, contact the License Division's Cancellation Unit, at 646-610-5871, inform them that you would like to surrender the firearms of a recently deceased Member of the Service, and they will provide you with information and instruction regarding the matter. For those members residing out of the confines of NYC, please contact your local precinct or municipality to ascertain how to properly surrender the weapons.

DOCUMENTS YOU WILL/MAY NEED

Death Certificates (when applicable): Death Certificates are needed in connection with many of the tasks associated with the successful administration of a decedent's estate; usually the Funeral Director will obtain certificates as part of their service cost. You should confer with each of the respective agencies listed below to ascertain if they require a "Certified Copy" of the Death Certificate or if they will accept a regular Photostatted copy. You will need Death Certificates for:

- Police Pension Fund
- Veterans Administration (If a Veteran); you may need more than one (1) death certificate depending on the benefits being submitted for
- Motor Vehicle Bureau if auto was in decedent's name; one (1) for each insurance policy.

- State Department of Revenue (to obtain Non-Tax Certificate if real property is involved).
- Bank accounts held in Trust for another; one (1) for each account if property held in a Trust.
- NYC Dept. of Finance; Veteran's Exemption: This program provides a property tax exemption to veterans, the spouse or unremarried widow/widower of a veteran, or Gold Star parent (the parent of a child who died in the line of duty). Veterans are former members of the United States armed forces or the Merchant Marines (during World War II) called to active duty during a period of conflict or recipients of expeditionary medals. Visit the following link for further info and qualifications: <http://www1.nyc.gov/site/finance/benefits/landlords-veterans.page>
- Probate Court (If probate is needed).
- Personal records

NOTE: If estate is probated, some of the above entities will take a Letter of Testamentary instead of a Death Certificate.

Marriage Certificates with Official Raised Seal for:

- Social Security Administration (not necessary if surviving spouse is already receiving benefits)
- Veterans Administration (if a veteran)

NOTE: If you need to get a copy of your marriage certificate you should contact the specific religious institution at which you were married (i.e. Church, Synagogue) and/or the County Clerk in the Borough/Town you were married.

Letters of Testamentary or Letters of Administration (if applicable) for:

- Motor Vehicle Bureau if auto is in the decedent's name
- One (1) for each bank account, brokerage house account, share of stock or bonds, etc. that were in the decedent's name alone.

Armed Services Discharge Papers — DD 214 (if applicable):

- The original papers are needed for Social Security, if spouse is not already receiving benefits (Service time counts toward qualification).
- NYC Dept. of Finance; Veteran's Exemption: This program provides a property tax exemption to veterans, the spouse or unremarried widow/widower of a veteran, or Gold Star parent (the parent of a child who died in the line of duty). Veterans are former members of the United States armed forces or the Merchant Marines (during World War II) called to active duty during a period of conflict or recipients of expeditionary medals. Visit the following link for further info and qualifications: <http://www1.nyc.gov/site/finance/benefits/landlords-veterans.page>

Copies of Paid Funeral Bill for:

- One (1) for the Police Pension Fund; if probate is anticipated
- One (1) for the Probate Court
- One (1) for the I.R.S. if taxable estate

ACTIONS TO BE TAKEN TO CLOSE/TRANSFER DECEDENT'S ACCOUNTS

Gather Assets:

This doesn't mean piling them all together. It means getting a list of all the assets at the time of the decedent's death, along with copies of statements, deeds, etc. This information may be needed for Probate. It is also essential for filing federal and state estate tax returns, if required.

Close/Transfer any Policies and/or Accounts (if applicable):

- Cancel the lease. If your parent or loved one rented a home, cancel the lease after clearing out the furnishings.
- Inform Insurance companies. File life insurance claims for any policies on the person's life, and request that the insurers send you Form 712, Life Insurance Statement (this is a statement about the life insurance that must be filed with the estate tax return).
- Make sure the car insurance company continues to cover the person's car until it is sold or transferred to a beneficiary.
- Make sure the homeowner's policy continues to provide adequate coverage for the home and the contents of the home until the contents are removed and the home is sold/transferred to a new owner.

Notify Companies the Person Did Business With:

- Cancel credit cards and close charge accounts.
- Tell airlines to transfer frequent-flier miles (in attendance with the Will to the primary beneficiary).
- IRAs: If the surviving spouse is the beneficiary, decide whether to roll an IRA over to the surviving spouse.

Note: In the case of couples, most property is routinely held in joint names and the survivor obtains it "by operation of law." However, there may be some items that were held in the decedent's name only. In that case, it would be necessary to go to Probate Court to transfer ownership of that property, unless it is listed in trust.

SURVIVOR'S HEALTH BENEFITS

The survivor's and eligible dependent's Health Benefits, both **major medical** and **benefits provided by the Superior Officers Council, cease** with the passing of the Member. However, the survivor (Spouse/Domestic Partner) may apply for "COBRA for Life" Coverage through the City of New York. If you are the spouse/domestic partner of a member who has passed away, you have the right to continue coverage under any of the available NYC health benefits plans. Furthermore, effective November 13, 2001, New York State law provides that surviving spouses of retired uniformed members of the New York City Police and Fire Departments can continue their health benefits coverage for life. Such coverage will be at a premium of 102% of the group rate and must be elected within one (1) year of the date of the death of the member. **Contact the NYC Retiree Health Benefits Section, in writing, to obtain an application; NYC Retiree Health Benefits Section, Attn: COBRA for Life, 40 Rector Street, 3rd Floor, New York, NY 10006. You must notify the NYC Retiree Health Benefits Section if you are planning to move in the near future or if you are in fact moving so that they send the application to your proper address.**

NOTE: *The surviving spouse / domestic partner of retirees who had received an Accident Disability Pension should be cognizant of the fact that if the cause of the retiree's death is directly attributable to the condition for which they received the Accident Disability (i.e. retired on the Heart Bill and died from a heart attack), their surviving spouse / domestic partner may be eligible to continue receiving the deceased member's Major Medical and SOC benefits at no cost.*

SOC DEATH BENEFIT

In December of 2009, the Trustees of the Superior Officers Council (SOC) discontinued the \$5000 Death Benefit for all **new retirees effective January 1, 2010**. The SOC Health and Welfare Fund now provides the Surviving Spouse/Dependent(s) SOC Health and Welfare Fund Benefit (COBRA) to retirees. This benefit is provided to the deceased retired member's qualified dependents (defined below) and includes prescription, optical and dental coverage. **This coverage does not pertain to Major Medical Coverage, i.e. GHI, HIP, etc.** The coverage is provided for **three years at no cost** to the surviving spouse/dependent(s) and gives the survivors the added option of continuing the benefits indefinitely for a premium.

If you retired between **January 1, 1971 and December 31, 2009** you were offered the choice to convert the \$5000 Death Benefit during a **One-Time Enrollment Period** to a new benefit, the Surviving Spouse/Dependent(s) SOC Health and Welfare Fund Benefit.

If you opted to retain the \$5,000 SOC Death Benefit, your named beneficiary(s) are entitled to this amount.

BENEFITS PAYABLE ON BEHALF OF DECEASED MEMBER

With respect to any benefits payable to a deceased member upon the date of death, or with respect to death benefits payable by virtue of the death of the member where the member's designated beneficiary has predeceased the member and a successor has not been designated, or where the member has not designated a beneficiary, then these benefits will be made payable to the first surviving class of the following classes of successive preference beneficiaries:

The covered member's:

- Surviving spouse/registered domestic partner;
- If no surviving spouse/domestic partner, to the covered member's surviving children equally, or
- If no surviving children, to the covered member's estate.

SURVIVING SPOUSE/DEPENDENT(S) SOC HEALTH AND WELFARE FUND BENEFIT (COBRA)

If you opted to convert the Death Benefit to the Surviving Spouse/Dependent(s) SOC Health and Welfare Fund Benefit your qualified dependents (defined below) are entitled to receive prescription, optical and dental coverage for **three years at no cost** and gives the survivors the added option of continuing the benefits indefinitely for a premium.

Qualified dependents are defined as your spouse, or qualified Domestic Partner and eligible dependent children. ***Eligible children*** include natural children, legally adopted, stepchildren (rules apply) and children for whom you have court appointed guardianship or legal custody and who live with you permanently. For the purpose of the ***Dental and***

Optical Benefit, eligible dependent children are covered to the last day of the month of their 19th or up to 23rd birthday (full time student). For the *Prescription Plan dependent children* who were previously enrolled in the Optional Prescription Drug Rider will be covered until December 31st of the year they reach the age of 19 or 23 years (full time student) or until they graduate.

MEDICARE REIMBURSEMENT AFFIDAVIT

Medicare Part B Reimbursement

When the decedent, or one of their dependents became eligible for Medicare at age 65 (and thereafter) or through special provisions of the Social Security Act for the Disabled, their first level of health benefits was provided by Medicare. In order to maintain maximum health benefits, the decedent (and all retired NYC workers) was mandated to accept Medicare Part A (Hospital Insurance) **and** Part B (Medical Insurance). If the decedent was receiving a Social Security check, the premium for Medicare Part B was deducted from that check monthly. If the decedent was not receiving a Social Security check, they were billed on a quarterly basis by the Social Security Administration. ***The decedent must have been receiving a City pension check and been enrolled as the contract holder for City health benefits in order to receive reimbursement for Part B premiums.***

NOTE: Spouses/Domestic Partners of members whose deaths are directly attributable to an injury/illness related to their receiving an Accident Disability Pension continue to receive the Medicare Reimbursement. This is due to the City continuing to pay for their health insurance at a reduced Medicare rate.

The City of New York reimburses retirees for the monthly premium for Medicare Part B, as well for their eligible dependents on Medicare. The Medicare Part B reimbursement is issued each April for the prior calendar year (January through December; i.e. Medicare reimbursement checks are issued in April 2014, reimburse Medicare deductions from 2013). **You will only receive the reimbursement for the period of time that the decedent was enrolled in Medicare Part B and covered by a City of New York health plan as a retiree; Medicare Reimbursement ceases with the death of the member.** (*Retirees who reside outside of the United States are NOT eligible for the Medicare Part B reimbursement since Medicare is not your primary insurer*).

In order to receive a “Medicare Reimbursement Affidavit” to claim Medicare reimbursement monies owed to the decedent and, if applicable, their eligible dependent(s) you must notify the Health Benefits Program of the members death, in writing, including the retiree’s name, Social Security number, your name, your address, and a copy of the death certificate. Send the request for the affidavit form to the Retiree Health Benefits Section, **Attn: Medicare Unit**, 40 Rector Street, 3rd Floor, New York, NY 10006. If the survivor relocates, they must notify the Retiree Health Benefits Section, Medicare Unit, of the new address to ensure that they receive the reimbursement.

Please be aware that it will take several months for the Retiree Health Benefits Section to forward the reimbursement check, which will be in payment of the previous calendar year, and in some cases a second check will be issued for the months that the retiree was alive in the year of death.

ADDITIONAL ASSISTANCE

We hope the information we provided was helpful during this obvious time of loss, and the stress associated with losing a loved one. As always, we at the Lieutenants Benevolent Association are available to assist with any questions you may have. If you need assistance or clarification on a matter, please contact us at 212-964-7500 (Option# 2).

Fraternally,

A handwritten signature in cursive script, appearing to read "Louis Juro".

President
Lieutenants Benevolent Association