



“The Manufacturer of Designer Benefit Plans Tailored to Your Company’s Needs”

Updating Information

Two of the most important things to keep current are employees salaries and their beneficiary designation.

Keeping employees salaries up to date is a simple, yet important step that is often missed. Keeping this information up to date helps in many ways.

Salary information will affect the following:

- Non Evidence Maximums
- Employees disability amounts
- Employee Life Amounts
- It may correct amounts that were inaccurate

It is a good idea to immediately update each employees salary when they receive a raise

Having a current beneficiary on file is extremely important. Most employees do not think to change this if their spouse were to change or their current beneficiary passes away.

The best way to ensure an accurate beneficiary is on file, is to do a yearly review. Have each employee fill out a change form and submit this to your insurance provider.

Most employees never use these benefits, however in the instance that they do need to be used we need to ensure everything is up to date.

Please note that the above information applies to only group benefit plans with Life and Disability coverage.

Please contact your Plan Administrator or the friendly staff at Generations Insurance if you have any questions.

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