



THE STATE OF FLORIDA
JUSTICE ADMINISTRATIVE COMMISSION

Post Office Box 1654 (32302)
227 North Bronough Street, Suite 2100
Tallahassee, Florida 32301



Alton L. "Rip" Colvin, Jr.
Executive Director

(850) 488-2415
FAX (850) 488-8944

www.justiceadmin.org

COMMISSIONERS

Brad King, Chair
State Attorney
Diamond R. Litty
Public Defender
Kathleen A. Smith
Public Defender
Brian Haas
State Attorney

MEMORANDUM #28-17HR

TO: Agency Administrators
FROM: Carolyn Horwich, Esq., Director of Human Resources
THROUGH: Rip Colvin, Executive Director
SUBJECT: Life Insurance of North America – Long Term Disability
DATE: August 28, 2017

**Life Insurance Company of North America (LINA),
a Cigna Company
Long Term Disability Insurance
Awareness Period
*September 1 – October 31, 2017***

The LINA Long Term Disability Plan is designed to help replace your income in the event you are disabled and unable to work due to sickness or accident, with a benefit of up to 2 years for sickness and 5 years for accident.

All eligible employees are now able to enroll in the program year-round. OPS employees are not eligible. If you are currently enrolled, the **awareness period** (*September 1 – October 31, 2017*) is the time to change your waiting period or to adjust coverage based on your current salary. Employees classified as SMS/SES may want to consider lengthening their waiting period due to the short-term disability coverage provided by the State for such employees.

You may access additional enrollment information using the following link provided for your convenience. [LINA Long Term Disability Brochure & Application](#)

The Justice Administrative Commission administratively serves the offices of State Attorney, Public Defender, Capital Collateral Regional Counsel, the Statewide Guardian ad Litem Program, and the Criminal Conflict and Civil Regional Counsel; and provides compliance and financial review of court appointed attorney due process costs.

If you would like to enroll or make changes to your current coverage, please forward your completed application to:

Fax: 1-850-701-2028

Mail: Capital Insurance Agency, Inc.

P.O. Box 15949

Tallahassee, Florida 32317-5949

Or you may [Enroll Online](#)

If you are currently participating in this program (deduction code 300), you do not need to re-enroll. Your coverage will continue automatically.

Important note for current participants: the LTD rates are age-banded; therefore, premiums will change for employees who have upgraded to a different age group.

If you have any questions regarding the plan benefits or enhancements, please contact Capital Insurance at 1-800-780-3100 or visit their website at <https://www.capitalins.com> to find your local representative for assistance.

Please note that these benefits are not administered by People First and they are separate from the state-sponsored open enrollment period. Please direct all questions and submit enrollment forms as indicated above, not to the People First Service Center.