



THE STATE OF FLORIDA
JUSTICE ADMINISTRATIVE COMMISSION

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MEMORANDUM #29-16HR

TO: Agency Administrators

FROM: Carolyn Horwich, Esq., Director of Human Resources

THROUGH: Rip Colvin, Executive Director

SUBJECT: LINA Long Term Disability Plan

DATE: August 26, 2016

**Life Insurance Company of North America (LINA),
a Cigna Company
Long Term Disability Insurance**

****Awareness Period****
September 1 – October 31, 2016

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. If you are currently enrolled, the **awareness period** (*September 1 – October 30, 2016*) 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](#)

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 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.