METLIFE – LONG TERM DISABILITY (LTD) INFO SHEET

This memo is to inform you that if you anticipate being on medical leave for 30 days or longer, you may be eligible for LTD income benefits. You can find information regarding LTD, as well as the two claim forms needed to apply on the County's website listed below (if you prefer hard copies of the claim forms, please contact your department representative):

https://hr.ventura.org/benefits/absence-management-disability-plans

Please follow the instructions below:

LTD CLAIM FORM - THE EMPLOYEE STATEMENT

Complete and sign the Employee Statement, then mail or fax to MetLife.

AND

LTD CLAIM FORM - THE PHYSICIAN STATEMENT

Deliver the Physician Statement to your doctor to complete and have then mail or fax the completed form directly to MetLife.

Your prompt attention to the completion and delivery of the claim forms will insure your benefits are not delayed. Your completed Employee Statement and Physician Statement should both be mailed or faxed directly to MetLife at:

MetLife
Disability Management Services
P.O. Box 14590
Lexington, KY 40511

OR

Fax: 1-800-230-9531

***Please be advised that the Employer Statement will be completed by the CEO/HR-Benefits department and sent directly to MetLife*.**

If you have any questions regarding the form completion, please contact MetLife directly at: (888) 444-1433 and reference our group number: 154209. Please contact your department representative for all other questions.

Effective 06/01/18