

# WHAT TO DO WHEN AN IN-SERVICE MEMBER PASSES AWAY



United Federation of Teachers  
*A Union of Professionals*

- I. All members of New York State United Federation of Teachers (NYSUT) have a \$1,500 accidental death and dismemberment insurance policy.** The family should contact and ask for a claim form from:

NYSUT Member Benefits  
800 Troy Schenectady Road  
Latham, NY 12210-2455 (800) 342-9810

The family will also need to submit a certified copy of the death certificate to collect the benefit.

- II. In addition, all UFT members have a \$30,000 decreasing term life insurance policy.**

AGE	AMOUNT
20 – 39	\$ 30,000
40 – 44	20,000
45 - 49	15,000
50 - 54	9,000
55 – 59	6,000
60 – 64	4,000
65 – 69	2,500
70 and over	1,600

The family should contact and ask for a claim form from:

UFT Welfare Fund  
52 Broadway – 7th Floor  
New York, NY 10004 (212) 539-0500

A certified copy of the death certificate must be enclosed with the filled out claims form.

- III. Members who are members of the Teachers' Retirement System have a death benefit as part of the pension system.** For an application to claim this benefit the family should contact and ask for a claim form from:

Teachers' Retirement System  
55 Water Street  
New York, NY 10041 1-888-8NYCTRS (69-2877)

- IV. Paraprofessionals are entitled to a straight \$2,500 life insurance policy from the UFT.**

To claim this benefit, the family should write:

UFT Accounting Department  
52 Broadway – 11th Floor  
New York, NY 10004

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*WHAT TO DO WHEN AN IN-SERVICE MEMBER PASSES AWAY (continued)*

- V. Many of our members have AFT and NYSUT life insurance policies administered by Marsh Affinity Group Services.** If there is a possibility that a member might have life insurance with them, the family should write or call their Customer Service Department at:

Mercer Consumer  
12421 Meredith Drive  
Urbandale, IA 50398 1-888-386-9788

To request information or ask whether a policy is in effect when writing, be sure to give the exact date of death.

- VI. Notify the school personnel secretary.** Be sure to request information about the following:
- A.** Possible pay due
  - B.** Days remaining in the Cumulative Absence Reserve
  - C.** Pro-rated summer pay
  - D.** Personnel Memorandum #38, 1988-89. This memorandum provides information on various agencies to contact and on legal obligations
  - E.** Personnel Memorandum #11: This memorandum provides information on health plans available to survivor on a direct payment basis. Health plan information may be subject to change. The UFT Welfare can provide any new information concerning health benefits for survivors of a deceased member. Inquire about a plan called COBRA, which allows the purchase of health and welfare benefits.
- VII. Notify the Social Security office.** There may be survivors' benefits. (Contact your local office or call 1-800-772-1213).
- VIII. Call the UFT Legal Plan Attorneys** at 212-331-6325
- IX. It may be advisable to speak with a personal attorney, tax consultant and family insurance agent.**
- X. If you have any further questions, please call a UFT Pension Consultant at 212-598-9536.**