



Laborers' COMBINED FUNDS OF WESTERN PENNSYLVANIA

*Serving the Laborers' District Council of Western Pennsylvania
Pension Fund, Welfare Fund and other affiliated Funds*

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IMPORTANT NOTICE ABOUT COORDINATION OF BENEFITS

Each year all members must contact Highmark's Dedicated Laborers' Customer Service Unit to provide insurance information.

This must be done even if you and your dependent(s) have no other insurance coverage.

Failure to contact Highmark to provide this information may result in claims not being processed timely.

Each calendar year the initial claim for each member of your family will be pended until Highmark is contacted and told if you have other insurance coverage or not.

If Highmark does not receive the needed insurance information the initial claim and all following claims will be pended until the information is received.

Updating your insurance information is easy. **Listed below are 2 ways in which you can update this information:**

- 1. Update the information online using the Highmark website:**
 - Access www.MyHighmark.com.
 - Login using the same credentials that you use to do your Wellness Survey
 - Next to your name in the top right corner of the Member Home screen, click on the down arrow, then select "Coordination of Benefits".
 - Select the proper radio button for both Other Insurance and Medicare for each covered individual listed
 - Click on the blue arrow that points to the right after you make each selection
 - If all is OK, click "Submit" on the last screen
 - Log Out when done
- 2. Update the information by calling Highmark member service using the number on the back of your Highmark ID card (1-866-594-1732) and confirm if you and your dependent(s) do or do not have other insurance coverage.**