



STATE OF ILLINOIS

OFFICE OF THE COMPTROLLER

GEORGE W. LINDBERG

June 15, 1973

PAYROLL BULLETIN
(7-73)

TO: All State Agencies and Departments
Attention: Payroll Clerks

SUBJECT: State Employees Group Insurance

Effective July 1, 1973 the State Employee Insurance Program will be changed. The Department of Personnel has awarded a contract to Blue Cross-Blue Shield for the Health and Accident coverage. A separate contract for Life Insurance has been awarded to Crown Life Insurance Company.

The separation of coverages between two carriers will necessitate a modification of the insurance coding system currently in use. Effective with the July 1-15 payroll the following coding will be used:

A1 - Crown Life Insurance Co. - State Paid Life
B1 - Blue Cross-Blue Shield - State Paid Health
C1 - Crown Life Insurance Co. - Deducted Life
D1 - Blue Cross-Blue Shield - Deducted Health

Prelists for the July 1-15 pay period will be specifically designed to handle the transition. Following the receipt of the June 16-30 payroll vouchers, the Comptroller's Office will produce a prelist dropping out State Life Non-Ded. Amt. (Column 47), State Health Non-Ded. Ins. Amt. (Column 50), State Life Ded. Amt. (Column 54) and State Health Ded. Amt. (Column 58).

If an employee has deductions made on the June 16-30 payroll for optional coverages provided by the State Plan it will be assumed that he will continue to do so under the new program. The total deductions (Column 67) and warrant amount (Column 68) will be left blank. The payroll clerk will be responsible for computing the premium amount, total deductions and the amount of warrant for employees in this category.

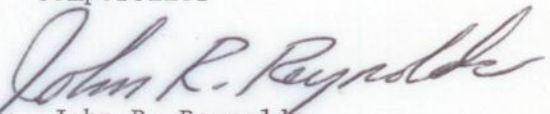
If an employee is not carrying optional coverages to the State Plan as of June 16-30, total deductions and amount of warrant will be printed on the prelist. It will be the responsibility of the payroll clerk to change the prelist to reflect any additional coverages desired by the employee.

June 14, 1973

Due to the large number of manual entries that will be required for agencies that submit prelisted vouchers, it will be necessary to allow additional processing time for agency payroll sections and the payroll department of the Comptroller's Office. It is requested that your payrolls for June 16-30 be submitted in advance of the normal schedule in order to permit the Comptroller's Office to prepare your revised prelists as early as possible.

Very truly yours,

George W. Lindberg,
Comptroller



By: John R. Reynolds
Manager of Operations

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