

MEBA MEDICAL & BENEFITS PLAN
MEBA PENSION TRUST
MEBA TRAINING PLAN
MEBA VACATION PLAN

BENEFIT PLANS

1007 EASTERN AVENUE, BALTIMORE, MARYLAND 21202-4345 • (410) 547-9111

# IMPORTANT NOTICE ALTERNATE GULF COAST CLINIC SITES

The Board of Trustees of the MEBA Medical and Benefits Plan (the "Plan") is pleased to announce the availability of two Gulf Coast clinic sites at which Eligible Employees and Pensioners living in the Gulf Region and their dependents will be permitted to receive their annual physicals (as an alternative to the MEBA Diagnostic Centers). The clinics are located in the Houston and New Orleans areas.

HOUSTON	NEW ORLEANS		
Doctors Express - Houston	West Jefferson Industrial Medicine, L.L.C.		
5568 Weslayan Street	107 Wall Boulevard, Suite A		
Houston, TX 77005	Gretna, LA 70058		
Telephone: (713) 666-7050	Telephone: (504) 433-5070		
Monday thru Saturday - 8:00 a.m. to 8:00 p.m.	Monday thru Friday - 7:30 a.m. to 5:00 p.m.		
Sunday – 8:00 a.m. to 5:00 p.m.			

It is *not* mandatory that Eligible Employees and Pensioners living in the Gulf Region and their dependents use these alternate clinic sites. The Diagnostic Centers in Baltimore and Oakland remain in operation and are available for use by Eligible Employees and Pensioners and their dependents.

Because it's necessary for the patient to be fasting before being seen, an appointment is required at the alternate clinic sites (the same as at the MEBA Diagnostic Centers).

## **SERVICES**

The services available from the alternate clinics and the MEBA Diagnostic Centers are as follows:

	MEBA Diagnostic Centers Baltimore or Oakland	Doctor's Express Houston	West Jefferson Industrial Medicine
Annual Physical	Yes	Yes	Yes
Completion of required Coast Guard forms (Eligible Employees)	Yes	Yes	Yes
Completion of required MSC forms (Eligible Employees)	Yes	Yes	Yes
Completion of required School forms (Dependent Children)	Yes	Yes	Yes
Verification of Annual Examination	Yes	Yes	Yes
Benzene Certification	Yes – results sent to and certificate issued by the Plan Office in Baltimore.	Yes – results sent to and certificate issued by the Plan Office in Baltimore.	Yes – results sent to and certificate issued by the Plan Office in Baltimore.
PPD	Only if Participant can return within 3-4 days to have results read.	Only if Participant can return within 3-4 days to have results read.	Only if Participant can return within 3-4 days to have results read.



## PRE-EMPLOYMENT PHYSICALS

Pre-employment physicals are not available at the alternate clinic sites under this program. The Union or the Employer will provide the name of an acceptable location.

Similar to the examination reports issued by the Diagnostic Centers, the reports issued by the alternate clinics will contain on the last page a "fit-for-duty" or "not-fit-for-duty" certification as of the date of the diagnostic examination.

# FREQUENCY OF EXAM

Regardless of whether an alternate clinic or an MEBA Diagnostic Center is used, Eligible Employees and Pensioners and their dependents will be entitled to an annual diagnostic examination not more than <u>once</u> in any calendar year.

#### **ELIGIBILITY**

In order to receive an annual diagnostic examination, the Employee must meet the eligibility requirements for benefits under the Plan.

In order to receive an annual diagnostic examination, the Pensioner must make the required pensioner contributions to the Plan.

## **TRANSPORTATION**

Transportation benefits vary depending on whether a MEBA Diagnostic Center or one of the alternate Gulf Coast sites is used.

## • MEBA Diagnostic Center

If the Baltimore or Oakland Diagnostic Centers are used, there is no change in the available transportation benefits. If the Eligible Employee's or Pensioner's home of record is in excess of 75 miles from a MEBA Diagnostic Center, the Plan will reimburse the cost of one (1) round trip per year for him and his family from his home of record to the nearest MEBA Diagnostic Center. Reimbursement will be made in accordance with the Plan's travel reimbursement policy. The Plan's travel coordinator must still be used for all transportation arrangements to a MEBA Diagnostic Center.

#### • Alternate Gulf Coast Clinics

If one of the alternate Gulf Coast Clinics is used and the Eligible Employee's or Pensioner's home of record is in excess of 75 miles from the alternate Gulf Coast clinic, an allowance of <u>\$50</u> per family will be paid. No other transportation benefits are payable when an alternate Gulf Coast clinic is used.

Note: Anyone living outside the 75 mile limit will only be reimbursed the \$50 when an alternate Gulf Coast clinic is used.

If you have any questions regarding these changes, contact the Member Services Department at the Plan Office by calling 410-547-9111 or 800-811-6322. Keep this notice with your SPD so that when you refer to the SPD you will be reminded of the changes described in this notice.

Allen R. Szymczak, Administrator

September 2011