



Your Annual Enrollment dates are
**October 26, 2022 to November
16, 2022**

Your Client ID #: <Client ID>

SAVE THIS LETTER

<FirstName> <LastName> <Suffix>
<Street1>
<Street2>
<City>, <State> <Zip>

Dear Friend,

Every fall, during Annual Enrollment, you have the opportunity to review the medical and dental plans available to you from The Episcopal Church Medical Trust (Medical Trust), compare all your options,¹ select the best plan(s) for you and your family, and add or remove spouse or dependents.

Please take a moment to review the information below. It will help you make your <<New Plan Year>> plan choices and successfully complete your enrollment.

Save this letter! It contains your Client ID, which you will need to access the Annual Enrollment website.

Considerations for Your <<New Plan Year>> Health Plan Choices

- Has there been a change in your household? For example, did you get married or divorced?
- Has there been a change in your health status? Do you or a covered family member have any upcoming surgeries or medical procedures planned?
- Is your current health plan being offered in <<New Plan Year>>? If not, you **must** select a new plan in order to have coverage through the Medical Trust next year. For example, if your current medical plan is not being offered in <<New Plan Year>> and you take no action, you will **not** have **any** medical coverage through the Medical Trust for <<New Plan Year>>. If your current health plan **is** being offered in <<New Plan Year>> and you take no action, your current elections will continue for <<New Plan Year>>. Any rate changes will apply.

Make Your Selection(s)

1. Go to the Annual Enrollment website: annualenrollment.cpg.org.
2. Log in to your account – Your Client ID is: <Client ID>.
3. Review the health plans available to you.
4. Download and follow the instructions to make your selection(s). Complete your Annual Enrollment by <<Session End Date>>.
5. While you are on the Annual Enrollment website, check the accuracy of your personal information.

Website	Resource
cpg.org/annualenrollment	<ul style="list-style-type: none"> • <<New Plan Year>> Annual Enrollment Guide, which includes a description of important plan changes taking effect in <<New Plan Year>>, as well as other information on the health plans offered by the Medical Trust. A paper copy is also available, free of charge - contact Client Services using the information below. • <<New Plan Year>> Summaries of Benefits and Coverage for the health plans offered by the Medical Trust,¹ available for download. Paper copies are also available, free of charge. Go to cpg.org/mtdocs or contact Client Services using the information below. • Vendor contact information • Glossary of Health Coverage and Medical Terms • Plan Document Handbooks – <<Current Plan Year>> editions of existing plans are online now; <<New Plan Year>> editions will be available at a later date, after Annual Enrollment.
cpg.org/accounts	<ul style="list-style-type: none"> • MyCPG Accounts to view all the benefits and products you have with CPG in one password-protected web page.
HealthAdvocate.com/members	<ul style="list-style-type: none"> • Contact Health Advocate to help you choose the best plan for you and/or your family (your organization is “Episcopal Church Medical Trust”).

Have questions or need assistance? Contact our Client Services team.

- Email: mtcustserv@cpg.org
- Phone: (800) 480-9967, Monday to Friday, 8:30 AM to 8:00 PM ET

¹ Your Participating Group may not offer every plan available from the Medical Trust. Those plans offered by your Participating Group will appear on the Annual Enrollment website.

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