

SEAFARERS HEALTH AND BENEFITS PLAN

5201 Auth Way
Camp Springs, Maryland 20746-4275
(301) 899-0675

Margaret R. Bowen
Administrator

July 15, 2016

Dear Plan Participant:

New Tobacco Cessation Program

I am pleased to notify you that the Seafarers Health and Benefits Plan ("SHBP" or "Plan") will be offering a new benefit to assist Plan participants who would like to stop smoking. Effective on August 1, 2016, the Plan will provide a tobacco cessation program in partnership with CIGNA. This benefit is free of charge, and is available to employees, spouses, and children over age 18 who are eligible for health benefits from the Plan.

There are many benefits of quitting smoking, including reduced risk of cancer, stroke and heart disease, increased energy, improved sense of taste and smell, improved circulation and better overall health. If you or a member of your family is trying to stop smoking, we encourage you to take advantage of this new benefit.

Anyone who enrolls in the tobacco cessation program will receive a 12 weeks supply of nicotine gum or an 8 weeks supply of nicotine patches, as well as resource materials and telephone coaching to support their efforts to quit smoking. You must contact CIGNA/CareAllies at 866-417-7848 in order to enroll. You must tell them that you are a participant in the Seafarers Health and Benefits Plan, and that you are calling about the tobacco cessation benefit.

Availability of Translation Services and Other Assistance

I would like to remind you that the Plan complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability or sex. The Plan does not exclude people or treat them differently because of race, color, national origin, age, disability or sex.

The Plan will provide free aids and services to people with disabilities to communicate effectively with us such as:

- Qualified sign language interpreters;
- Written information in other formats (large print, audio, accessible electronic format, other formats;

The Plan provides free language services to people whose primary language is not English, in order to help you apply for benefits, or understand your benefits and eligibility. These services include:

- Qualified interpreters;
- Information written in other languages.

If you need any of these services, tell any Plan representative that you speak with that you need translation services, and the Plan will arrange for a qualified interpreter.

If you believe that the Seafarers Health and Benefits Plan has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability or sex, you can file a grievance within 60 days of the day you became aware of the alleged discrimination. You may file it with the Plan's Civil Rights Coordinator at:

Seafarers Health and Benefits Plan
Attention: Ellen Silver
5201 Auth Way
Camp Springs, MD 20746
Phone: (301) 899-0675
Fax: (301) 702-4411
Email: esilver@seafarers.org

You can file a grievance in person, by mail, fax or email. If you need help filing a grievance, the Plan's Civil Rights Coordinator is available to help you.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office of Civil Rights, electronically through the office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>, or by mail or phone at:

U.S. Department of Health and Human Services
200 Independence Avenue, S.W.
Room 509F, HHH Building
Washington, DC 20201
1-800-868-1019, 800-537-7697 (TDD)

Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.

Sincerely,

Margaret R. Bowen
Administrator

Attention: If you speak Spanish, Arabic, or Tagalog, please see below. If you speak any other language, the Plan will also be able to provide you with free translation services.

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-800-252-4674

ملحوظة: إذا كنت تتحدث العربية، فإن خدمات المساعدة اللغوية تتوافر لك بالمجان. اتصل برقم 1-800-252-4674

PAUNAWA: Kung nagsasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong sa wika nang walang bayad. Tumawag sa 1-800-252-4674