



Catholic Charities of the Diocese of Raleigh

Providing Help—Creating Hope—Serving All

Provider:

Standard Insurance Company
300 N. Martingale Rd., Ste 460
Schaumburg, IL 60173

Policy No: 161846

Catholic Charities provides a life insurance benefit for all Regular Full-time employees. The value of life insurance is equal to two times an employee's current salary rounded up to the next thousand. Life insurance benefit amounts are reduced after the age of 65. The Diocese of Raleigh does not offer a supplemental life insurance option to employees or their dependents.

Enrollment:

Enrollment in the Life Insurance plan is automatic at the time of enrollment for medical/dental benefits. If an eligible employee waives coverage for medical/dental benefits, they will still be enrolled in the Diocese of Raleigh life insurance plan.

A beneficiary (or beneficiaries) must be designated at the time of enrollment using the Standard Insurance Company beneficiary designation form. The **original** beneficiary form must be sent to the Human Resources office, attention Nancy von Gunten, Benefits Administrator.

[Beneficiary Designation Form](#) (PDF)

Salary Increases/Change in Beneficiary:

Increases in an employee's salary must be reported to Christian Brothers Services using the Address/Salary Change Form in order for the value of an employee's life insurance to be correct. Christian Brothers Services will report the increase to Standard Insurance Company. The Human Resources office will report changes in employees' salaries to Christian Brothers.

[Change of Salary- Address Form](#) (PDF)

Changes in a beneficiary (or beneficiaries) require the Standard Insurance Company Beneficiary Designation form be completed. All **original** beneficiary forms must be sent to the Human Resources office, attention Nancy von Gunten, Benefits Administrator.

Filing a Life Insurance Claim:

All claims for life insurance benefits must be handled through the Human Resources office. Please notify Nancy von Gunten, Benefits Administrator, at (919) 821-9775 if an eligible employee dies.

All correspondence and completion of forms with the beneficiary(s) will be handled directly from the Human Resources office.

Applicable Life Insurance benefits will be paid directly from Standard Insurance Company to the beneficiary (or beneficiaries).

[Group Life Insurance Certificate \(PDF\)](#)