

END OF TERM CONVERSION PROCEDURES

Inform client he/she may qualify for an improvement in policy pricing, if client is willing to undergo medical exam and is approved for a pricing reduction based on the exam results. Prior to submitting a Policy change Application (PLA117 CA), the following CHECK LIST will assist you in determination to proceed.

CHECK LIST:

- Verify DOB
- Verify coverage needs; Client may want to reduce coverage. Use D.I.M.E. to approximate coverage needs
- Verify Beneficiaries; client may want to change Beneficiaries
- Verify Height/Weight (check Preferred Rate Chart)
- Verify current policy rating, i.e.; Preferred, NT, Tobacco, Rated Table 2-8.
Note; if original policy was Tobacco & client has quit tobacco use over 1 year, client may qualify for NT or better.
If client is Rated Table 2 or above & medical condition has improved & medical history can support “good management” of health, submit POLICY CHANGE APPLICATION for RECONDIATION
- Review medical questions on Policy Change Application with client; if ALL answers are NO: proceed, if any answer is YES; stop
- Verify if client is taking/prescribed **ANY** medications; High blood Pressure, High Cholesterol, etc.
Regarding medication; how long has treatment been in place (Note; Medications may limit pricing to NT)
Note name, address & contact information of doctor (if Kaiser Medication get membership #; Kaiser will require Medical Release Forms signed by client – Forms may be accessible on-line)
- Verify last doctor visit that may show on MIB (Medical Insurance Bureau)

IF MEDICAL CONDITIONS HAVE NOT IMPROVED & IF ANSWERS TO ANY MEDICAL QUESTIONS ARE “YES” & NO OTHER POLICY CHANGES ARE REQUIRED;

- Recommend client accept Option 2 from EOT Renewal Notice

IF MEDICAL CONDITIONS HAVE IMPROVED AND CLIENT IS WILLING TO UNDERGO A NEW MEDICAL EXAM:

- Run Quick Quote for coverage amount desired & VERIFY new premium is lower than EOT offered
- Set appointment for signatures & completion of POLICY CHANGE APPLICATION (PLA117-CA)
- Complete Beneficiary Packet & get referrals; i.e.; adult children w families of their own.
- Offer FNA to EOT client & Adult Children
- If you are Series 6 & 63; offer Retirement Review; could be opportunity for IRA transfers and/or annuity
- Offer PLPP