

**FARMINGDALE FEDERATION OF TEACHERS BENEFIT FUND  
100 BROADHOLLOW ROAD - SUITE 104  
FARMINGDALE, NY 11735-4813  
(631) 249-0773**

**IMPORTANT NOTIFICATION REGARDING  
BENEFIT FUND ADMINISTRATION  
EFFECTIVE JULY 1, 2019**

Dear Members and Retirees:

Due to the pending and well deserved retirement of our long serving and wonderful administrator, Margaret Bertolotti, the Fund will be transitioning the fund administration to Administrative Services Only, Inc. (ASO). **As of July 1, 2019**, ASO will handle the operations of the Benefit Fund. These services will include eligibility, retiree billing and vision benefits as well as responding to general questions that you may have regarding your benefits. Please submit **ALL** claim forms, enrollment change requests, student status verifications, life insurance beneficiary forms and other communications directly to ASO.

**THERE IS NO CHANGE TO THE BENEFITS OR BENEFIT LEVELS.**

**DENTAL PLAN:** The dental plan will continue to be administered by Administrative Services Only, Inc. Please remember to use the new form for all claims being submitted after July 1, 2019.

**OPTICAL:** Starting July 1, 2019, please send all claims, regardless of the service date, to ASO at the address below. Vision claims that are received by the Fund office will be forwarded to ASO. ASO will be obtaining claims history. Benefits will be in accordance with the current schedule of plan allowances, annual maximums, plan provisions, limitations and exclusions.

**FORMS:** In July, updated forms will be available to you on-line at [www.farmingdaleteachers.org](http://www.farmingdaleteachers.org) and [www.asonet.com](http://www.asonet.com) and can be accessed by you AFTER you set up your member account.

**STUDENT STATUS:** In accordance with the provisions of your Dental and Vision Benefits, coverage for a dependent child terminates on his/her 19<sup>th</sup> birthday, or 23<sup>rd</sup> birthday provided the dependent is attending college or an accredited school as a full-time student. Therefore, please submit a statement from the Registrar's Office verifying your child's current status and dates of the semester within 30 days from the date of this letter. **A copy of your child's schedule, report card, paid bills or account statements will be not be sufficient.**

**IDENTIFICATION NUMBER:** ASO will issue you a unique identification number. ASO will not be distributing ID cards; however, you can print a card with your number from your individual member account. When you submit a claim to ASO, you can use either your ASO identification number OR the last 4 digits of your social security number. You are not required to use your full social security number for access to [www.asonet.com](http://www.asonet.com) or for the submission of claims.

**CLAIMS ADMINISTRATION:**

Administrative Services Only, Inc.  
303 Merrick Road, Suite 300 Dept 32  
Lynbrook, NY 11563

516-396-5500 or toll free  
800-537-1238  
[www.asonet.com](http://www.asonet.com)

**WEBSITE:** ASO maintains an interactive website providing access to the Benefit Booklet, Claim Forms, and claims history. Please log onto [www.asonet.com](http://www.asonet.com) to create a personalized password. Information will continue to be available at [www.farmingdaleteachers.org](http://www.farmingdaleteachers.org).

**MEMBER SERVICES:** If you have any questions regarding the benefits available to you, please contact ASO's Member Services Team at 800-537-1238 or 516-396-5500.

Sincerely,

FFT Benefit Fund Trustees