## **Home office directory - Medicare Supplement**

This directory also applies to: Accendo Insurance Company part of the CVS Health® family of companies and Aetna affiliate

**New Business** 

Hours:

M-F 7:00 AM-5:00 PM CT

Make all checks payable to the appropriate underwriting company

**Phone**: (866) 272-6630 option 3

Fax: (877) 380-2777 (only for applications using EFT)

**Email\*\***: AetSSINewBusiness@aetna.com

Mail new apps paying by check to:

Aetna Senior Supplemental Insurance P.O. Box 14399

Lexington, KY 40512-9700

If sending by courier:

Attention: Aetna Senior Supplemental Insurance

699 S. Keeneland Drive Richmond, KY 40475

**Underwriting** 

Hours:

M-F 8:00 AM-5:00 PM CT

**Phone**: (866) 272-6630 option 4

**Fax**: (855) 411-9633

**Email\*\***: AetSSIUnderwriting@aetna.com

**Case Management** 

Hours:

M-F 7:30 AM-5:00 PM CT

**Fax**: (855) 447-0391

Fax only documents that a case manager specifically requests

**Policyholder Services** 

Hours:

M-F 7:00 AM-7:00 PM CT

**Phone**: (866) 272-6630 option 5

(TTY/TDD: 711)

Fax: (855) 291-0553

Email\*\*: AetSSIPHS@aetna.com

ACI

Mailing Address for **RENEWAL PREMIUMS ONLY** 

Make check payable to the appropriate

underwriting company

Reference policyholder name and policy number on all checks and correspondence

c/o Bank of America **Lockbox Services** 

P.O. Box 281067 Atlanta, GA 30384-1067

CLI For policies processed after 6/2010

c/o Bank of America **Lockbox Services** P.O. Box 742179

Atlanta, GA 30374-2179

**Aetna Health and Life Insurance Company** 

**AHLIC** 

P.O. Box 742448 Atlanta, GA 30374-2104

**GLAIC/GLIC** 

ACC/AHIC/All other policyholder correspondence

Medicare Supplement Premiums P.O. Box 741803 Atlanta, GA 30374-1803

Aetna Senior Supplemental Insurance P.O. Box 14770 Lexington, KY 40512-4770

Claims

Hours: M-F 7:00 AM-5:00 PM CT **Phone**: (866) 272-6630 option 5, 2, 1

Fax: (855) 482-7876 Email\*\*: AetSSICOMP-Claims@aetna.com

(insert name of underwriting company)

P.O. Box 14770

Lexington, KY 40512-4770



## Home office directory - Final Expense

**This directory also applies to: Accendo Insurance Company** *part of the CVS Health® family of companies and Aetna affiliate* 

**New Business** 

Hours:

M-F 7:00 AM-5:00 PM CT

Make all checks payable to the appropriate underwriting company

**Phone**: (877) 538-2759 option 2

Fax ALL applications (EFT and Direct Bill): (877) 302-3304

**Email\*\***: AetSSINewBusiness@aetna.com

Mail check and Final Expense payment form (do not include the application) to:

Aetna Senior Supplemental Insurance

P.O. Box 14399

Lexington, KY 40512-9700

If sending by courier:

Xerox

Attention: Aetna Senior Supplemental Insurance

699 S. Keeneland Drive Richmond, KY 40475

**Underwriting/Case Management** 

Hours:

M-F 7:30 AM-5:00 PM CT

**Phone**: (877) 538-2759 option 2

Fax: (877) 302-3304

Only fax documents that a case manager specifically requests

Telephone Interview (Jet Pre-Approval)

Hours:

M-F 7:00 AM-9:00 PM CT Sat: 9:00 AM-3:00 PM CT **Phone**: (877) 538-2759 option 1 (point of sale only)

Not applicable for Accendo Final Expense

**Policyholder Services** 

Hours:

M-F 7:00 AM-7:00 PM CT

ACI/CLI

**Phone**: (866) 272-6630 option 5

(TTY/TDD: 711)

**Fax**: (855) 291-0553

Email\*\*: AetSSIPHS@aetna.com

ACC

**Phone**: (866) 951-0653 **Fax**: (833) 659-1166

**Email\*\***: AetSSIPHS@aetna.com

Make check payable to the appropriate

underwriting company

Reference policyholder name and policy number on all

checks and correspondence

Mailing Address for **RENEWAL PREMIUMS ONLY** 

**Bank of America Lockbox Services** 

P.O. Box 281067

Atlanta, GA 30384-1067

All other policyholder correspondence:

ACI/CLI

P.O. Box 14770 Lexington, KY 40512-4770 ACC

P.O. Box 14795 Lexington, KY 40512

**Claims** 

Hours:

M-F 7:00 AM-5:00 PM CT

ACI/CLI

**Phone**: (866) 272-6630 option 5, 2, 3

Fax: (855) 829-4026

**Email\*\***: AetSSICOMP-Claims@aetna.com

ACC

**Phone**: (866) 951-0653 **Fax**: (833) 659-1166

**Email\*\***: AetSSICOMP-Claims@aetna.com

ACI/CLI Final Expense P.O. Box 680579

Franklin, TN 37068-9923

ACC Final Expense P.O. Box 14795 Lexington, KY 40512

**♥**aetna

## **Home office directory - Complementary products**

**Dental, Vision and Hearing** 

**Policyholder services** 

Hours: M-F 7:00 AM-7:00 PM CT **Phone**: (866) 272-6630 option 5

**Claims** Hours:

M-F 7:00 AM-7:00 PM CT

Phone:

(866) 272-6630 option 5, 2, 2

Fax: (972) 335-1349

Email\*\*

AetnaClaims@careington.com

Address: P.O. Box 60 Frisco, TX 75034

#### All other CLI complementary products

**New Business** 

Hours: M-F 7:00 AM-5:00 PM CT

Make all checks payable to the appropriate underwriting company

**Phone**: (866) 272-6630 option 3 Fax (only applications using EFT):

(877) 380-2777

**Email\*\***: AetSSINewBusiness@aetna.com

Mail check to:

Aetna Senior Supplemental Insurance P.O. Box 14399

Lexington, KY 40512-9700

If sending by courier:

Attention: Aetna Senior Supplemental

Insurance 699 S. Keeneland Drive Richmond, KY 40475

**Underwriting** 

Hours: M-F 8:00 AM-5:00 PM CT **Phone**: (866) 272-6630 option 4

**Fax**: (855) 411-9633

**Email\*\***: AetSSIUnderwriting@aetna.com

**Case Management** 

Hours:

M-F 7:00 AM-5:00 PM CT

**Fax**: (855) 447-0391

When requested, fax outstanding documents needed for policy issue

Telephone Interview

Hours:

M-F 7:00 AM-8:00 PM CT Sat 9:00 AM-3:00 PM CT

**Phone**: (866) 272-6630 option 2

**Policyholder Services** 

Hours:

M-F 7:00 AM-7:00 PM CT

**Phone**: (866) 272-6630 option 5

(TTY/TDD: 711)

Fax: (855) 291-0553

Email\*\*: AetSSIPHS@aetna.com

**Cancer Plus policies** processed after 6/16/2013

All other complementary policies processed after 10/27/13

For all policies processed prior to these dates:

Mailing address for **RENEWAL PREMIUMS ONLY**:

Make check payable to the appropriate underwriting company

Reference policyholder name and policy number on all checks and correspondence

**Continental Life Insurance** Company of Brentwood, **Tennessee** 

P.O. Box 742179 Atlanta, GA 30374-2179

**Continental Life Insurance** Company of Brentwood, Tennessee

P.O. Box 742179 Atlanta, GA 30374-2179

**Continental Life Insurance** Company of Brentwood, **Tennessee** 

P.O. Box 791369 Baltimore, MD 21279-1369

Send all other **policyholder correspondence** to:

Continental Life Insurance Company of Brentwood, Tennessee

P.O. Box 14770

Lexington, KY 40512-4770

**Claims** 

Hours: M-F 7:00 AM-5:00 PM CT **Phone**: (866) 272-6630 option 5, 2, 4

**Fax**: (855) 829-4026

**Email\*\***: AetSSICOMP-Claims@aetna.com

Aetna Senior Supplemental Insurance P.O. Box 14862

Lexington, KY 40512



## Home office directory

#### **Agent Contracting**

Hours:

M-F 8:00 AM-5:00 PM CT

**Phone**: (866) 272-6630 option 1

**Fax**: (859) 425-5211 (new agent appointments) Fax: (855) 571-3847 (change requests/addi-

tional documentation)

- State appointments

- Copy of existing commission schedule (post

contracting) - LIMRA certifications

- EFT requests for commissions

- Address/email changes

Aetna Senior Supplemental Insurance

1021 Reams Fleming Blvd Franklin, TN 37064

c/o Contracting

**Commissions** 

Hours:

M-F 8:00 AM-5:00 PM CT

**Phone**: (866) 272-6630 option 1

**Fax**: (855) 816-4835

**Email\*\***: AetSSICommissions@aetna.com

Aetna Senior Supplemental Insurance

c/o Commissions

1021 Reams Fleming Blvd

Franklin, TN 37064

- Commission questions

- Commission statements

- 1099 forms

#### Agent Services (Sales)

Hours:

M-F 8:00 AM-5:00 PM CT

**Phone**: (866) 272-6630 option 1

**Fax**: (855) 690-0893

**Email\*\***: AetSSlinformation@aetna.com

Aetna Senior Supplemental Insurance

c/o Agent Services

1021 Reams Fleming Blvd

Franklin, TN 37064

- Sales supplies

- Rates

- Product training

- Webinar reservations

- Commission advancing requests

- Aetna Quote & Enroll/E-App support

- Contracting documents

- Commission schedules

#### **Agent Website Technical Support**

Hours:

M-F 8:00 AM-5:00 PM CT

#### www.aetnaseniorproducts.com

(Website available 24 hours)

#### For technical assistance

(including registering your username and

password):

**Phone**: (800) 587-5139

**Email\*\***: AetSSIWebAssist@aetna.com

- Online registration

- Password resets

- Login assistance

- Aetna Quote & Enroll/E-App support



<sup>\*</sup>All products underwritten by American Continental Insurance Company (ACI), Continental Life Insurance Company of Brentwood, Tennessee (CLI), both Aetna companies. Medicare Supplement underwritten by Aetna Health Insurance Company (AHIC), Aetna Health and Life Insurance Company (AHLIC), both Aetna companies, and Accendo Insurance Company (ACC), Part of the CVS Health® family of companies and Aetna affiliate.

<sup>\*\*</sup>Do not use email to send applicant or policyholder information unless it is encrypted. It is possible that your e-mail communication may be accessed or viewed inappropriately by another Internet user while in transit to us. You can send information securely via aetnaseniorproducts.com.

# Aetna Senior Supplemental Insurance Sales management team





		WEST	
AK, AZ, CA, CO, HI, IA, ID, IL, KS, MT, ND, NE, NV, OR, SD, UT, WA, WY	Regional Vice President	Tony Clark	Tony.Clark@aetna.com 804-381-1068
	Regional Sales Manager	Dan Memory	MemoryD@aetna.com 224-813-2260
	Regional Sales Specialist	Tonya Addison	AddisonT@aetna.com 959-299-4659
SOUTH			
AL, AR, GA, LA, MS, NM, OK, TX	Regional Vice President	Kevin Moore	MooreK7@aetna.com 615-927-1089
	Regional Sales Manager	Justine Sawyers	SawyersJ@aetna.com 214-789-4284
	Regional Sales Specialist	Suzanne Guillebeau	GuillebeauS@aetna.com 959-299-4655
MIDWEST			
KY, MI, MN, MO, NJ, PA, TN, WI	Regional Vice President	George Pelekanos	George.Pelekanos@aetna.com 615-785-2599
	Regional Sales Manager	Rick Huemmer	HuemmerR@aetna.com 615-917-2873
	Regional Sales Specialist	Rose Faulkner	Rose.Faulkner@aetna.com 615-807-7515
EAST			
CT, DC, DE, FL, IN, MA, MD, ME, NC, NH, NY, OH, RI, SC, VA, VT, WV	Regional Vice President	Jeff Nasser	NasserJ@aetna.com 317-910-2830
		Paul Ericson	EricsonP@aetna.com 615-202-9731
	Regional Sales Specialist	Colleen Trayser	TrayserC2@aetna.com 615-807-7517

## Agent services team

866-272-6630

Aetna Health and Life Insurance Company
Aetna Health Insurance Company
American Continental Insurance Company
Continental Life Insurance Company of Brentwood, Tennessee

Accendo Insurance Company

Part of the CVS Health® family of companies and Aetna affiliate Policy administered by Aetna Life Insurance Company and its affiliates

For product availability, go to aetnaseniorproducts.com