

This is a temporary card to use for the first 30 days of your plan.

After 30 days log into GuardianAnytime.com to register and obtain your permanent card and Dental information or log into VSP.com to get an overview of your plan vision benefits and check claim status.

www.GuardianAnytime.com

PlanHolder:

Rocky Mountain Classical Academy

Guardian DentalGuard
Plan Number: 544550

GUARDIAN®

Customer Response Unit: 888-600-1600


Submit Claims to: GUARDIAN GROUP DENTAL CLAIMS
P O BOX 2459
SPOKANE, WA 99210-2459

PROVIDER SELECTION: You are free to decide which provider to use at any time. However, you can generally reduce your out-of-pocket expenses if you use a DentalGuard Preferred PPO network provider.

To find PPO network providers in your area, consult your directory, visit www.GuardianAnytime.com or call the toll free number.

See your benefits book for a description of benefits, terms and conditions, limitations and exclusions of coverage.

This card is for identification purposes only and does not guarantee eligibility to receive services.

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DENTAL SERVICES

www.GuardianAnytime.com

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Out-of-network claim forms are available on www.GuardianAnytime.com

Using your Benefits:

1. Review your benefit information for coverage details
2. Choose a VSP network doctor online or by phone 24 hours a day
3. Make an appointment and let them know you're a VSP member

See your benefits booklet for a description of benefits, terms and conditions, limitations and exclusions of coverage.

This card is for identification purposes only and does not guarantee eligibility to receive services.

www.GuardianAnytime.com

Step 1: Determine if you or your provider should call the Employee Benefits Hotline.

- Do you need help completing enrollment forms?
- Do you or your dentist have questions within 30 days of the plan effective date about the benefits or eligibility under the plan my employer is offering?
- You need to make a vision appointment within 30 days after the plan's effective date? *(If so, it's suggested you contact the hotline at least 72 hours prior to your visit so you can ensure your vision provider has your coverage information. Coverage begins on your plan's effective date.)*

Step 2: Prepare yourself and/or your provider to call the Employee Benefits Hotline with the following information *(Please note: Benefits cannot be verified via the Interactive Voice Response system or via our Guardian Anytime Website):*

- Name of the company you work for: Rocky Mountain Classical Academy
- Your company's plan number: 544550
- Be prepared to provide the vision plan you selected if your group offers more than one option.
 - When inquiring about your Vision benefit, all calls from you or your provider must be directed to Guardian and not our Vision vendor.
- Do not enter your social security number as this will result in longer service times.
- Call 72 hours prior to your office visit to verify your vision coverage.

Step 3: Call 888-600-1600 to get answers! *(Please note hours of operation below)*

- Press #1 if you are an employee or dependent, Press #2 if you are a provider
- At the next prompt: Press #1 if your questions relate to Dental Benefits
Press #0 for all other questions
- If asked, enter your 6 digit plan number, which is. 544550

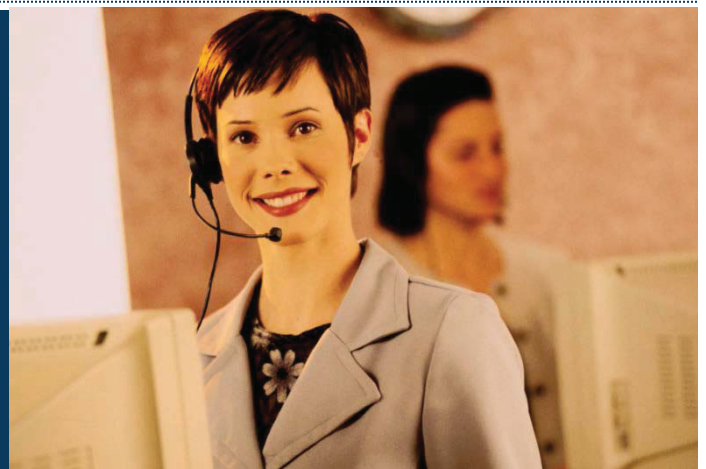
Employee Benefits Hotline

Benefit specialists are available to answer questions as you sign up for your Guardian benefits.

TOLL-FREE PHONE

1-888-600-1600
Monday – Friday

8:00 a.m. - 8:30 p.m. EST
7:00 a.m. - 7:30 p.m. CST
6:00 a.m. - 6:30 p.m. MST
5:00 a.m. - 5:30 p.m. PST



IMPORTANT NOTE: The Employee Benefits Hotline provides pre-enrollment support in over 50 languages! Once you are enrolled in a plan, you will receive additional information and new toll-free phone numbers. If you are looking for a provider who participates in your plan, go to www.GuardianAnytime.com

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