

# Alaska United Food and Commercial Workers Trust Funds

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Administered by  
Welfare & Pension Administration Service, Inc.

August 12, 2014

**To: All Non-Medicare Retirees**

**Re: New Preferred Provider Organization (PPO) and Pre-Admission Certification for Outpatient Services and Hospitalization, Effective September 1, 2014**

**Please be advised that the changes outlined on this Notice do not apply to “Medicare” retirees.**

*This is a summary of material modification describing changes adopted by the Board of Trustees. Please be sure that you and your family read this information carefully and keep it with your Plan Booklet.*

**Preferred Provider Organization** – Effective *September 1, 2014*, Aetna will replace the BeechStreet Network as the preferred provider organization (PPO) for the Alaska United Food and Commercial Workers Retiree Health and Welfare Plan (“the Plan”). Under this Shared Administration arrangement, WPAS/LTS will continue to process your health claims.

Both Providence Alaska Medical Center in Anchorage and Mat-Su Regional Medical Center in the Mat-Su Valley will continue to serve as the Plan’s preferred provider hospital and care facility. You may still use these two facilities and your claims will be considered in the PPO network.

For other physicians and hospitals in Alaska and all other states, please refer to Aetna’s online preferred provider directory ([www.Aetna.com/docfind](http://www.Aetna.com/docfind)) to verify that your doctor and care facility are part of the Aetna PPO network. Aetna contracted providers have agreed to provide services and/or supplies at a discounted fee to you and your eligible dependents covered by the Plan. This helps the Trust control costs and reduces your out-of-pockets costs. The Aetna Plan you belong to is called “Aetna Choice® POS II (Open Access)”.

You may select any provider or hospital for services and care, but non-PPO services will result in a lesser payment by the Plan, and you will be responsible for a greater share of the cost of the claim.

**New Medical Plan Identification Card** – New cards identifying you as an Aetna network member will be mailed in mid-August. Please watch for the new card and begin using it for medical services received *on or after* September 1, 2014.

**Prescription Drug Identification Card** – You will also receive a new Prescription Drug Identification Card from Avia Partners. The new card should be used only at the pharmacy or for the mail order program – it no longer contains medical plan information.

**Pre-Admission Certification for Hospitalization and Outpatient Services** – To help ensure efficient use of medical services, the Trust is contracting with Aetna for pre-admission certification, utilization review and case management services.

You or your doctor must contact Aetna at least *four* (4) days before any non emergency hospital admission (other than for childbirth) and obtain hospital pre-certification. For emergency admissions, you must contact Aetna within 72 hours after admission. In some cases, failure to pre-certify a hospital stay will result in no benefit for hospital room and board if it is determined that the hospitalization or surgery was not medically necessary.

For pre-certification, contact Aetna at (888) 632-3862. This contact number will also be shown on the reverse side of your new Medical Plan Identification card.

Enclosed with this notice is the full list of outpatient procedures which require pre-certification. Please review this list carefully and talk to your doctor about the services requiring pre-authorization. You or your doctor must contact Aetna for pre-certification approval at least *four* (4) days before services are received.

If you have any questions regarding the information contained in this notice, please contact the Administration Office at (800) 478-8329.

**Please watch your mail.** In the near future, you will receive additional information regarding Aetna and your new identification cards.

Sincerely,

**Board of Trustees  
Alaska United Food and Commercial Workers Trust Funds**

Enclosures

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S:\Mailings\Individual Trust Fund Mailings (SMM, Benefit Changes, etc.)\F45\F45-02 - Mailing - 2014 - 08.12 - SMM - New PPO Network - Non-Medicare Retirees.docx

## Alaska United Food and Commercial Workers Health and Welfare Trust Precertification Requirements

Certain health care services such as hospitalization, outpatient surgery and certain other outpatient services, require precertification.

- **If you use an Aetna network provider**, your provider is responsible for obtaining necessary precertification for you. Because precertification is the provider's responsibility, if your provider fails to pre-certify required services, the provider's reimbursement will be limited and the provider cannot pass those costs on to you.
- **If you use a non-preferred provider**, your provider may pre-certify for certain services on your behalf. If the provider fails to pre-certify those services, Aetna will review the medical necessity of those services when the claim is filed. If the service is not medically necessary and is not approved, no benefits will be paid. If the service is medically necessary, benefits will be paid according to the plan. The Trust currently applies participant penalties for use of non-contracted hospitals. **The Trust's contracted hospitals are: Providence Alaska Medical Center in Anchorage and Mat-Su Regional Medical Center in the Mat-Su Valley.**

**Precertification is required for the following types of medical expenses:**

- Inpatient confinements:
  - Surgical and nonsurgical
  - Skilled nursing facility
  - Rehabilitation facility
  - Inpatient hospice
  - Maternity and newborn confinements that exceed the standard length of stay
- Ambulance transportation by fixed-wing aircraft (plane)
- Autologous chondrocyte implantation, Carticel
- Cochlear device and/or implantation
- Cognitive skills development (to the extent covered by the medical plan)
- Dental implants (to the extent covered by the medical plan)
- Dialysis visits
- Dorsal column neurostimulators: trial or implantation
- Electric or motorized wheelchairs and scooters
- Gastrointestinal tract imaging through capsule endoscopy
- The following Home Health Care related services:
  - Private duty nursing
  - Maternity management home care
  - Home uterine activity monitoring
- Hyperbaric oxygen therapy
- Limb prosthetics
- Drugs and medical injectables to the extent these services are provided in a doctor's office or medical facility. Please ask your provider to refer to Aetna's National Precertification List for a full listing of medications that should be precertified.
- Oncotype DX (tumor marking for members with breast cancer to help determine chemotherapy treatment)
- Orthognathic surgery procedures, bone grafts, osteotomies and surgical management of the temporomandibular joint
- Osseointegrated implant
- Osteochondral allograft/knee
- Proton beam radiotherapy
- Reconstructive or other procedures that may be considered cosmetic, including:
  - Blepharoplasty / canthoplasty
  - Breast reconstruction / breast enlargement
  - Breast reduction / mammoplasty
  - Cervicoplasty
  - Chemical peels
  - Excision of excess skin due to weight loss
  - Gastroplasty / gastric bypass
  - Injection of filling material
  - Lipectomy or excess fat removal
  - Sclerotherapy or surgery for varicose veins
- Spinal procedures, including:
  - Artificial intervertebral disc surgery
  - Cervical, lumbar and thoracic laminectomy / laminotomy procedures
  - Spinal fusion surgery
- Uvulopalatopharyngoplasty, including laser-assisted procedures
- Ventricular assist devices
- BRCA genetic testing
- Infertility services (*Note: This Plan does not cover infertility services*)
- Organ transplants
- Pre-implantation genetic testing
- Pediatric congenital heart surgery

If you have any questions regarding plan benefits, please contact the Administration Office at (800) 478-8329.

**IMPORTANT: Please be advised that Aetna's precertification list is updated monthly and providers should be directed to the National Precertification List located at [www.aetna.com](http://www.aetna.com).**