

Broker and General Agent Onboarding Guide



**ARIZONA
TECHNOLOGY
COUNCIL**

a place to connect and grow

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Welcome to the Arizona Technology Council (AZTC) Community

Blue Cross Blue Shield of Arizona and Arizona Tech Council (AZTC) have partnered to offer a new Association Health Plan (AHP) offering a comprehensive health insurance product available exclusively to AZTC members.

The AZTC AHP is a great fit for small tech companies with two or more employees looking for the health benefits typically only available to larger companies. AZTC understands the challenges and barriers that many startups face. That's exactly why this AHP targets groups with 100 or fewer employees. When multiple small businesses join together in one association, they get the purchasing power to gain access to a high quality health plan. Members get relief from plan administration, bill paying, compliance filing, managing participant eligibility and benefit enrollment.

With the AZTC AHP, members have access to Blue Cross Blue Shield of Arizona's large network of providers, innovative health and wellness programs and local customer support.

Our Healthcare Partners

Brokers must be appointed with Blue Cross Blue Shield of Arizona, MetLife and VSP in order to write business on our program. If you are not currently appointed or credentialed with one or more of these carriers please contact them directly.



Medical and Dental
azblue.com



Life/AD&D/STD/LTD
metlife.com



Vision
vsp.com



HSA/FSA
naviabenefits.com



EAP
wellspringeap.org

Quoting the AZTC Program

Two Ways to Quote

1. Send an email direct to aztcquotes@dimarinc.com
2. Get a quote from your local partnered general agent

Required Information for New Quotes*

Company information:

- Company legal entity name
- Headquarter address
- NAICS code
- Current carrier
- Current benefits
- Current/renewal rates

Census information – provide the following for all employees and dependents to be covered under the policy:

- First and last names
- Gender
- Home zip code
- Date of birth

*Additional information may be required.

Please note: An employer must have two enrolled employees to be eligible. If the group falls below two employees, it will not be eligible for coverage on renewal. The Trust reserves the right to require an employer to seek different coverage if the group falls below two employees.



Contact us! aztc@dimarinc.com

Experienced service team dedicated to the AZTC health program's success.
Quotes provided in 24 - 48 hours.

Employer Group Requirements

- Group must have at least two employees on payroll that enroll on the program.
- At least one medical plan and the basic life insurance of \$25K must be purchased.
- Groups must be headquartered in Arizona.
- Industry Nexus must comply with approved industry codes.

See Appendix for approved NAICS code list





AZTC Medical Bundle

BCBS of Arizona Medical Plans

- Wide range of copay and HSA plan options
- Four networks – Statewide w/ Mayo Clinic, Statewide w/o Mayo
- PPO and qualified HDHP options
- Companies can choose up to four plan options
- Telemedicine offered with \$0 copay

MetLife Insurance

- \$25,000 of basic life required under program (>\$3 PEPM)
- Buy-up options available up to \$250K of group life

Wellspring Employee Assistance Program (EAP)

- Three face-to-face visits included

Administrative Efficiency

- Consolidated billing
- EFT/online payments
- COBRA administration
- Online eligibility/benefits portal called SIMON
- Summary Plan Description (SPD) preparation
- 5500 filing

Our unique medical plans are curated
for tech employers.



Navia – HSA and FSA Solutions

AZTC partners with Navia Benefit Solutions for FSA and HSA administration.

What this means for participating employers:

- Access to a dedicated Navia customer service team
- A technology platform that securely uploads data and provides eligibility reporting
- The ability to offer a daycare FSA that allows participants to contribute up to \$5000 per year in pre-tax dollars

What this means for participating employees:

- No monthly service fees
- \$500 carryover provision for FSA participants
- Access to a technology platform and mobile app to record and track covered medical expenses

Ancillary Products

VSP

- Five plan options
- Negotiated product discounts like glasses, sunglasses, contacts and LASIK
- The largest national network and over 5,000 retail chain locations

BCBS of Arizona BlueDental

- Five plan options
- Nationwide network
- Dual-option dental offered with DHMO and your choice of PPO dental plan
- Both PPO Value and Optimum benefit designs available

MetLife Life and Disability

- Group Life/AD&D: \$25K - \$250K
- Voluntary Life: up to \$500K for employees, \$250K for spouses and flat \$2,500 for children
- Disability:
 - STD: four plans available for 60% of salary from \$1,200 - \$2,500 weekly max at 13 or 26-week durations
 - LTD: four plans available for 60% of salary from \$5K - \$10K per month max 90 or 180-day elimination periods

Wellspring Employee Assistance Program

- Three face-to-face counseling visits
- Free initial 30-minute legal services phone consultation
- Financial calculators and resource documents
- Childcare and parenting resources

Join the Arizona Technology Council

Be a part of Arizona's exciting local tech ecosystem. The Arizona Technology Council is a community of leaders that believe in advancing technology throughout all of Arizona by educating and connecting business together.

The Council offers many ways to get involved in the technology and business community. From educational seminars for young entrepreneurs to a series geared toward CEOs, the Council's award-winning programming roster boasts unique events that appeal to every member of your team. Whether your interest lies in supporting technology-driven policy initiatives or industry-specific peer groups and committees, the opportunities are endless.



Appendix

12 AZTC Membership Investment

13 Where to Find Additional Information

14-19 Approved Industry Codes for AZTC
Association Health Program

20-21 Contact List

AZTC Membership Investment

Number of full-time Employees	Industry* Provides and develops technology products and services	Associate* Provides key support services to technology organizations	Government, nonprofit, non-for-profit* Accredited not-for-profit, NPO or government entity
1-3	\$380	\$550	\$400
4-15	\$750	\$1,050	\$400
16-50	\$1,150	\$1,550	\$400
51-100	\$2,000	\$3,400	\$400
101-250	\$2,575	\$5,200	\$800
251-500	\$4,050	\$6,600	\$1,350
501-1,000	\$5,500	\$7,500	\$1,600
1,000+	\$6,350	\$8,650	\$1,600

Contact: membership@aztechcouncil.org or visit aztechcouncil.org/membership

Sponsorship opportunities are available at three levels based on exposure: Premier, Platinum and Visionary.

Learn more here: aztechcouncil.org/sponsorship

Where to Find Additional Information

Visit aztechcouncil.org/healthcare/for-brokers for the following information:

AZTC Benefits Program Information

- Benefits program employer overview
- Group administrative guide
- AZTC health program flyer
- Plan descriptions

New Group Setup Paperwork

- AZTC group master application
- AZTC employee enrollment form or census enrollment spreadsheet
- EFT authorization form

AZTC Plan Information

- BCBS of Arizona medical plan summaries/booklets
- BCBS of Arizona BlueDental plan summaries/booklets
- VSP Vision Plan summaries
- MetLife Life/AD&D and disability plan summaries/certificates
- Wellspring EAP program information

Approved Industry Codes for AZTC Health Program

NAICS Code	Description	Category
221111	Hydroelectric Power Generation	Utilities
221112	Fossil Fuel Electric Power Generation	Utilities
221113	Nuclear Electric Power Generation	Utilities
221114	Solar Electric Power Generation	Utilities
221115	Wind Electric Power Generation	Utilities
221116	Geothermal Electric Power Generation	Utilities
221117	Biomass Electric Power Generation	Utilities
221118	Other Electric Power Generation	Utilities
221121	Electric Bulk Power Transmission and Control	Utilities
221122	Electric Power Distribution	Utilities
221210	Natural Gas Distribution	Utilities
221310	Water Supply and Irrigation Systems	Utilities
333316	Photographic and Photocopying Equipment Manufacturing	Manufacturing
333318	Other Commercial and Industrial Machinery Manufacturing	Manufacturing
334111	Electronic Computer Manufacturing	Manufacturing
334112	Computer Storage Device Manufacturing	Manufacturing
334118	Computer Terminal and Other Computer Peripheral Equipment Manufacturing	Manufacturing
334210	Telephone Apparatus Manufacturing	Manufacturing
334220	Radio and Television Broadcasting and Wireless Communications Equipment Manufacturing	Manufacturing
334290	Other Communications Equipment Manufacturing	Manufacturing
334310	Audio and Video Equipment Manufacturing	Manufacturing
334412	Bare Printed Circuit Board Manufacturing	Manufacturing
334413	Semiconductor and Related Device Manufacturing	Manufacturing
334416	Capacitor, Resistor, Coil, Transformer, and Other Inductor Manufacturing	Manufacturing

NAICS Code	Description	Category
334417	Electronic Connector Manufacturing	Manufacturing
334418	Printed Circuit Assembly (Electronic Assembly) Manufacturing	Manufacturing
334419	Other Electronic Component Manufacturing	Manufacturing
334510	Electromedical and Electrotherapeutic Apparatus Manufacturing	Manufacturing
334511	Search, Detection, Navigation, Guidance, Aeronautical, and Nautical System and Instrument Manufacturing	Manufacturing
334512	Automatic Environmental Control Manufacturing for Residential, Commercial, and Appliance Use	Manufacturing
334513	Instruments and Related Products Manufacturing for Measuring, Displaying, and Controlling Industrial Process Variables	Manufacturing
334514	Totalizing Fluid Meter and Counting Device Manufacturing	Manufacturing
334515	Instrument Manufacturing for Measuring and Testing Electricity and Electrical Signals	Manufacturing
334516	Analytical Laboratory Instrument Manufacturing	Manufacturing
334517	Irradiation Apparatus Manufacturing	Manufacturing
334519	Other Measuring and Controlling Device Manufacturing	Manufacturing
334613	Blank Magnetic and Optical Recording Media Manufacturing	Manufacturing
334614	Software and Other Prerecorded Compact Disc, Tape, and Record Reproducing	Manufacturing
335110	Electric Lamp Bulb and Part Manufacturing	Manufacturing
335311	Power, Distribution, and Specialty Transformer Manufacturing	Manufacturing
335312	Motor and Generator Manufacturing	Manufacturing
335313	Switchgear and Switchboard Apparatus Manufacturing	Manufacturing
335314	Relay and Industrial Control Manufacturing	Manufacturing
335911	Storage Battery Manufacturing	Manufacturing
335912	Primary Battery Manufacturing	Manufacturing
335921	Fiber Optic Cable Manufacturing	Manufacturing

NAICS Code	Description	Category
335929	Other Communication and Energy Wire Manufacturing	Manufacturing
335931	Current-Carrying Wiring Device Manufacturing	Manufacturing
335932	Noncurrent-Carrying Wiring Device Manufacturing	Manufacturing
335991	Carbon and Graphite Product Manufacturing	Manufacturing
335999	All Other Miscellaneous Electrical Equipment and Component Manufacturing	Manufacturing
336411	Aircraft Manufacturing	Manufacturing
336412	Aircraft Engine and Engine Parts Manufacturing	Manufacturing
336413	Other Aircraft Parts and Auxiliary Equipment Manufacturing	Manufacturing
336414	Guided Missile and Space Vehicle Manufacturing	Manufacturing
336415	Guided Missile and Space Vehicle Propulsion Unit and Propulsion Unit Parts Manufacturing	Manufacturing
336419	Other Guided Missile and Space Vehicle Parts and Auxiliary Equipment Manufacturing	Manufacturing
339112	Surgical and Medical Instrument Manufacturing	Manufacturing
339113	Surgical Appliance and Supplies Manufacturing	Manufacturing
339114	Dental Equipment and Supplies Manufacturing	Manufacturing
339930	Doll, Toy and Game Manufacturing	Manufacturing
454110	Electronic Shopping and Mail Order Houses	Wholesale Trade
511110	Newspaper Publishers	Information
511120	Periodical Publishers	Information
511130	Book Publishers	Information
511140	Directory and Mail List Publishers	Information
511210	Software Publishers	Information
512110	Motion Picture and Video Production	Information
512191	Teleproduction and Other Postproduction Services	Information

NAICS Code	Description	Category
512199	Other Motion Picture and Video Industries	Information
512220	Integrated Record Production/Distribution	Information
512230	Music Publishers	Information
512240	Sound Recording Studios	Information
512250	Record Production and Distribution	Information
512290	Other Sound Recording Industries	Information
515111	Radio Networks	Information
515112	Radio Stations	Information
515210	Cable and Other Subscription Programming	Information
517110	Wired Telecommunications Carriers	Information
517210	Wireless Telecommunications Carriers (except Satellite)	Information
517410	Satellite Telecommunications	Information
517911	Telecommunications Resellers	Information
517919	All Other Telecommunications	Information
518210	Data Processing, Hosting, and Related Services	Information
519110	News Syndicates	Information
519120	Libraries and Archives	Information
519130	Internet Publishing and Broadcasting and Web Search Portals	Information
519190	All Other Information Services	Information
522110	Commercial Banking	Finance and Insurance
522120	Savings Institutions	Finance and Insurance
522130	Credit Unions	Finance and Insurance
522210	Credit Card Issuing	Finance and Insurance
522220	Sales Financing	Finance and Insurance
522310	Mortgage and Non-mortgage Loan Brokers	Finance and Insurance
522320	Financial Transactions Processing, Reserve, and Clearinghouse Activities	Finance and Insurance
523110	Investment Banking and Securities Dealing	Finance and Insurance
523120	Securities Brokerage	Finance and Insurance
523130	Commodity Contracts Dealing	Finance and Insurance

NAICS Code	Description	Category
523140	Commodity Contracts Brokerage	Finance and Insurance
523210	Security and Commodities Exchange	Finance and Insurance
523920	Portfolio Management	Finance and Insurance
523930	Investment Advice	Finance and Insurance
523991	Trust, Fiduciary, and Custody Activities	Finance and Insurance
524210	Insurance Agencies and Brokerages	Finance and Insurance
525120	Health and Welfare Funds	Finance and Insurance
531210	Offices and Real Estate Agents and Brokers	Real Estate Rental and Leasing
531311	Residential Property Managers	Real Estate Rental and Leasing
531312	Non-residential Property Managers	Real Estate Rental and Leasing
531320	Offices of Real Estate Appraisers	Real Estate Rental and Leasing
532420	Office Machinery and Equipment Rental and Leasing	Real Estate Rental and Leasing
532490	Other Commercial and Industrial Machinery and Equipment Rental and Leasing	Real Estate Rental and Leasing
541110	Offices of Lawyers	Professional, Scientific, and Technical Services
541199	All Other Legal Services	Professional, Scientific, and Technical Services
541211	Offices of Certified Public Accountants	Professional, Scientific, and Technical Services
541213	Tax Preparation Services	Professional, Scientific, and Technical Services
541214	Payroll Services	Professional, Scientific, and Technical Services
541219	Other Accounting Services	Professional, Scientific, and Technical Services
541310	Architectural Services	Professional, Scientific, and Technical Services
541330	Engineering Services	Professional, Scientific, and Technical Services
541360	Geophysical Surveying and Mapping Services	Professional, Scientific, and Technical Services
541380	Testing Laboratories	Professional, Scientific, and Technical Services
541420	Industrial Design Services	Professional, Scientific, and Technical Services
541430	Graphic Design Services	Professional, Scientific, and Technical Services
541490	Other Specialized Design Services	Professional, Scientific, and Technical Services

NAICS Code	Description	Category
541511	Administrative Management and General Management Consulting Services	Professional, Scientific, and Technical Services
541612	Human Resources Consulting Services	Professional, Scientific, and Technical Services
541613	Marketing Consulting Services	Professional, Scientific, and Technical Services
541614	Process, Physical Distribution, and Logistics Consulting Services	Professional, Scientific, and Technical Services
541618	Other Management Consulting Services	Professional, Scientific, and Technical Services
541620	Environmental Consulting Services	Professional, Scientific, and Technical Services
541690	Other Scientific and Technical Consulting Services	Professional, Scientific, and Technical Services
541713	Research and Development in Nanotechnology	Professional, Scientific, and Technical Services
541714	Research and Development in Biotechnology	Professional, Scientific, and Technical Services
541715	Research and Development in Physical Engineering and Life Sciences	Professional, Scientific, and Technical Services
541810	Advertising Agencies	Professional, Scientific, and Technical Services
541820	Public Relations Agencies	Professional, Scientific, and Technical Services
541830	Media Buying Agencies	Professional, Scientific, and Technical Services
541890	Other Services Related to Advertising	Professional, Scientific, and Technical Services
541910	Marketing Research and Public Opinion Polling	Professional, Scientific, and Technical Services
541921	Photography Studios, Portrait	Professional, Scientific, and Technical Services
541922	Commercial Photography	Professional, Scientific, and Technical Services
541930	Translation and Interpretation Services	Professional, Scientific, and Technical Services
541990	All Other Professional, Scientific, and Technical Services	Professional, Scientific, and Technical Services
811211	Consumer Electronics Repair and Maintenance	Other Services (except Public Administration)
811212	Computer and Office Machine Repair and Maintenance	Other Services (except Public Administration)
811213	Communication Equipment Repair and Maintenance	Other Services (except Public Administration)
811219	Other Electronic and Precision Equipment Repair and Maintenance	Other Services (except Public Administration)

Contact List

Company	Questions About...	Company Contact Info
AZTC Membership	<ul style="list-style-type: none"> Becoming a AZTC Member Membership benefits and services 	Arizona Technology Council (AZTC) Phoenix: 2800 N Central Ave #1530 Phoenix, AZ 85004 Tucson: 1215 E Pennsylvania St. #122 Tucson, AZ 85714 membership@aztechcouncil.org aztechcouncil.org/membership
AZTC Benefits Program	<ul style="list-style-type: none"> How a broker can obtain a quote for medical, dental, vision, life/AD&D and EAP Quote status and additional benefit info requests 	Medical, vision, dental, life/AD&D and EAP 2800 N Central Ave #1530 Phoenix, AZ 85004 1215 E Pennsylvania St. #122 Tucson, AZ 85714 1-800-488-8277 New quotes/general inquiries aztcquotes@dimarinc.com
Blue Cross Blue Shield of Arizona (Medical and Dental Carrier)	<ul style="list-style-type: none"> Existing medical and prescription coverage Medical and dental claims status Explanation of medical and dental benefits ID cards Appeals Finding out-of-state providers In-network medical and dental providers Pre-authorization requests 	Blue Cross Blue Shield of Arizona (Customer Service) 602-864-4851 or 1-800-232-2345 ext 4851 azblue.com To locate a BCBS Network provider: Outside Arizona: 1-800-810-2583 Pharmacy benefits: 1-866-325-1794 24/7 nurse line: 1-866-422-2729 Chiropractic benefits: 1-800-678-9133 EviCore: 1-866-743-9630 PreCertification: 602-864-4320 Mailing Address PO Box 2924 Phoenix, AZ 85062-2924
VSP (Vision Carrier)	<ul style="list-style-type: none"> Vision claims Vision benefits In-network vision providers 	VSP 1-800-877-7195 vsp.com

Company	Questions About...	Company Contact Info
MetLife (life, supplemental life and AD&D, short-term disability, and long-term disability)	<ul style="list-style-type: none"> Death, dismemberment, and disability claims and coverage Portability 	<p>MetLife 1-800-ASK-4-MET (1-800-275-4638) metlife.com</p> <p>Life Claims P.O. Box 6100 Scranton, PA 18505-6100 1-877-275-6387 Fax: 1-570-558-8645</p> <p>Portability 1-866-492-6983</p> <p>MetLife Disability Claims Fax: 1-800-230-9531</p>
Wellspring Family Services (employee assistance program)	<ul style="list-style-type: none"> Consultation services and online resources 	<p>Wellspring Family Services 1-866-704-6355 wellspringeap.org Employee username: AZTC HR/supervisor username: AZTCSupervisor</p>
Vimly Benefit Solutions	<ul style="list-style-type: none"> Enrollment including adding/deleting employees Eligibility Information changes COBRA Billing and payment Broker commissions 	<p>Vimly Benefit Solutions 425-953-1826 Toll Free: 1-833-984-0036 Fax: 425-771-1226 aztc@vimly.com</p> <p>Mailing address: P.O. Box 6, Mukilteo, WA 98275</p> <p>Physical address: 12121 Harbour Reach Drive #105 Mukilteo, WA 98275</p> <p>COBRA Department PH: 206-859-2600 Fax: 206-859-2623 COBRA@vimly.com</p>
Navia Benefit Solutions	<ul style="list-style-type: none"> HSA/FSA banking setup HSA/FSA administration HSA/FSA support and regulatory 	<p>New Group Sales sales@naviabenefits.com</p> <p>Existing Employer Group Questions 1-866-831-6138</p> <p>Individual Employee Questions 1-800-669-3539 naviabenefits.com</p>

CONTACT US

Program Information and
New Business Inquiries

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Requests for Proposals: aztcquotes@dimarinc.com

Phone: 800.488.8277