

Superior Dental Care

Broker Guidelines

Superior Dental Care's goal is to provide the best possible service to you and your clients.

Turnaround time for Quote Requests are 1-2 business days.

Underwriting guidelines for groups with 20 or more eligible employees:

- We provide specifically underwritten quotes on groups with 20 or more eligible employees.
- We offer employer paid and minimum employer contribution plans with no participation requirements.
- We offer voluntary plans for groups with 50 or more eligible employees with a 60% participation requirement.

By providing the following information, SDC can deliver outstanding and accurate rates!

- ✓ Complete census information
- ✓ Location (city and county)
- ✓ Current employer contribution
- ✓ Current carrier
- ✓ Current plan design
- ✓ Effective date
- ✓ Claims experience
- ✓ Current and renewal rates

No matter what type of program your clients require, **every** SDC plan includes the value-added features of the SMILERIDER and EyeMed Vision Care programs at **no additional cost**.

For groups with 2-19 eligible employees:

- You may quote our Small Group or Chamber Plans from rate sheets that we provide or that can be obtained from our website at **superiordental.com**. Chamber membership will be verified by our office. Contact **Dasa Prewitt** at 937.438.0283 ext.146 for assistance.

Corporate

6683 Centerville Bus. Pkwy.
Centerville, OH 45459
Phone: 937.438.0283
Fax: 937.438.0288

Columbus

P.O. Box 21747
Columbus, OH 43221
Phone: 614.451.2044
Fax: 866.788.7301

Cleveland

P.O. Box 31850
Independence, OH 44131
Phone: 216.524.0087
Fax: 866.871.0225

superiordental.com
Phone: 800.762.3159
Fax: 866.788.7301

Continued...

Getting your clients started with SDC is quick and easy!

Contracts

- Complete and mail or fax SDC's Group Application provided in the proposal packet (also available online at superiordental.com). **SDC does not require a binder check from the group.**
- Once we receive and input the group information, our Member Services Department can answer any calls that may be received.
- The client will receive two copies of the Master Group Contract - they need to sign one and return it to SDC.

Enrollment Meetings

- SDC will provide all materials for all enrollment meetings.
- SDC will conduct employee meetings for groups of **over 30 eligible employees.**
- For groups of 20-29, SDC will provide you with materials and an enrollment guideline sheet.
- For Small Groups or Chamber Plans (2-19), you may call our office for materials or access them on our website.

Enrollment Methods

- Paper - fax or mail the Enrollment Application located on our website at superiordental.com.
- Online - "Superior Direct Connect" accessed through our website.
- Electronic - electronic data transfer file layout available upon request.

Membership Materials

- Mailed to each employee's home within two weeks from the date their enrollment form is received.
- Includes ID cards with a Plan Description and Certificate of Coverage.
- Includes EyeMed card and schedule of discounts.
- Contact SDC's Member Services Department for additional ID cards or updated directories.

Even after the sale, SDC continues to make it easy!

Renewal

- The contract is automatically renewed, unless we receive prior written notice to cancel. Two renewal packets (one copy for you, one for the client) will be provided to you no later than 45 days prior to the anniversary date.

At Your Service

Your dedicated Service Representatives for group sizes:

- **2-29 - Dasa Prewitt** - dprewitt@superiordental.com
- **30-199 - Michele Mandelik** - mmandelik@superiordental.com
- **200 or more - Anne Kessler** - akessler@superiordental.com

If you have questions, please call us at 937.438.0283 or 800.762.3159 or visit our website at: superiordental.com

"We keep you smiling for a lifetime!"

