



THE STATE OF FLORIDA  
**JUSTICE ADMINISTRATIVE COMMISSION**

Post Office Box 1654 (32302)  
227 North Bronough Street, Suite 2100  
Tallahassee, Florida 32301



**Alton L. "Rip" Colvin, Jr.**  
Executive Director

(850) 488-2415  
FAX (850) 488-8944

[www.justiceadmin.org](http://www.justiceadmin.org)

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**MEMORANDUM #22-18HR**

**TO:** Agency Administrators

**FROM:** Carolyn Horwich, Esq., Director of Human Resources

**THROUGH:** Rip Colvin, Executive Director

**SUBJECT:** LINA Long Term Disability Insurance

**DATE:** August 17, 2018

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**Open Enrollment**  
**LINA Long Term Disability Insurance**  
**September 3 – November 2, 2018**

The LINA Long Term Disability Plan, deduction code 0300, is designed to help replace your income in the event you are disabled and unable to work due to a sickness with a benefit up to 2 years, or an accident with a benefit up to 5 years.

All eligible employees may use this opportunity to enroll in the program. ***The enrollment period may also be used to change your waiting period or to adjust coverage based on your current salary.***

You may access additional enrollment information using the following link provided for your convenience: [LINA Long Term Disability Brochure & Application](#)

If you would like to enroll, please forward your completed application to:

Capital Insurance Agency, Inc.  
P.O. Box 15949  
Tallahassee, Florida 32317-5949  
Or fax to 1-850-386-7116

If you would like to enroll online now, please complete the [Online Application](#).

If you are currently participating in this program (deduction code 0300), you do not need to re-enroll. Your coverage will continue automatically.

**Important note for current participants:** The LTD rates are five-year age banded. Therefore, premiums will change for employees who have moved to a different age band group. This change will automatically occur on or after pay warrant dated August 31, 2018. Please be sure to check your August 31 pay warrant at the Employee Information Center at <https://apps.fldfs.com/EIC/EmployeeInfoCenter/>.

If you have any questions regarding the plan benefits or enhancements, please contact Capital Insurance at 1-800-780-3100 or visit our website at [www.capitalins.com](http://www.capitalins.com) for assistance.

Thank you.