

Thursday, December 29, 2022

Martinez & Turek, Inc  
300 S. Cedar Avenue  
Rialto, CA 92376

Dear Martinez & Turek, Inc:

Federal and state laws require groups and plans to periodically notify their enrollees about enrollee rights and privacy practices. An Enrollee Notices Flyer describing all of the notices is enclosed and electronic copies of the notices are available for download on the Delta Dental website.

Delta Dental notices are available for download from our website. Please distribute them to your covered employees annually and to new enrollees within 30 days of eligibility. Some examples of distribution may include: distributing the flyer with other materials at open enrollment, posting the notices on your company portal, emailing your employees with a link to the notices, placing printed copies of the notices on a desk in your Human Resources area, including the notices in new hire packets and/or including the notices in your next company mailing.

The enclosed Enrollee Notices Flyer summarizes each Delta Dental notice. The most current version of each Delta Dental notice can be accessed on our website ([www.deltadentalins.com](http://www.deltadentalins.com)) under Legal Notices > Enrollee Notifications. Alternatively, enrollees may request paper copies by calling our customer service number at 1-866-530-9675.

Some groups include Delta Dental notices on their portal page or other company material. If this is the case, please ensure the most recent version of each notice is used.

If you have any questions, please contact me at 415-974-8524.

Sincerely,



Rose O'Sullivan  
Sales Manager, Small Business Programs

Enclosures

Delta Dental Insurance Company  
Telephone: 800-521-2651

Delta Dental of California  
Telephone: 888-335-8227

Delta Dental Mid-Atlantic Region  
Delta Dental of Delaware, Inc.  
Delta Dental of the District of Columbia  
Delta Dental of New York, Inc.  
Delta Dental of Pennsylvania (Maryland)  
Delta Dental of West Virginia  
Telephone: 800-932-0783

## ENROLLEE NOTICES

Federal and state laws require enrollees to be notified on a periodic basis about enrollee rights and privacy practices. Below is a summary of the notices that are available under the legal or privacy section of our webpage. To access the most current version and the full text of each notice, please visit our website at [deltadentalins.com](http://deltadentalins.com).

### Federal Notices:

- **HIPAA Notice of Privacy Practices (NPP):** Federal regulations require insurance plans to share information about the company's privacy practices. This is called a "Notice of Privacy Practices (NPP)" and should be read when an individual first becomes an enrollee and reviewed at least every three years thereafter.
- **Gramm-Leach-Bliley (GLB):** Financial institutions and insurance companies must describe how demographic and financial information is collected and shared. California requires a state specific notice called the California Financial Privacy Notice, which is described below under the State Notices section.
- **Notice of Non-Discrimination:** We comply with applicable federal civil rights laws and do not discriminate on the basis of race, color, national origin, age, disability, or sex, including sex stereotypes and gender identity. If you believe we have failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance electronically online, over the phone with a customer service representative, or by mail.
- **Language Assistance Notice and Survey:** We provide phone interpretation to callers who do not speak English. In California, we will also provide, on request, a translated copy of certain vital documents in either Spanish or Chinese. In Maryland and Washington DC, enrollees may receive grievance materials in Spanish or Chinese.

### State Notices:

- **CA Financial Privacy Notice:** This notice to Californians describes our demographic and financial information collection and sharing practices. It is similar to the Gramm-Leach-Bliley (GLB) notice described above.

Our Delta Dental PPO plans are underwritten by these companies in these states: Delta Dental of California — CA, Delta Dental of the District of Columbia — DC, Delta Dental of Pennsylvania — PA & MD, Delta Dental of West Virginia, Inc. — WV, Delta Dental of Delaware, Inc. — DE, Delta Dental of New York, Inc. — NY, Delta Dental Insurance Company — AL, DC, FL, GA, LA, MS, MT, NV, TX and UT. DeltaCare USA is underwritten in these states by these companies: AL — Alpha Dental of Alabama, Inc.; AZ — Alpha Dental of Arizona, Inc.; CA — Delta Dental of California; AR, CO, IA, MA, ME, MI, MN, NC, ND, NE, NH, OK, OR, RI, SC, SD, VA, VT, WA, WI, WY — Dentegra Insurance Company; AK, CT, DC, DE, FL, GA, KS, LA, MS, MT, TN, WV — Delta Dental Insurance Company; HI, ID, IL, IN, KY, MD, MO, NJ, OH, TX — Alpha Dental Programs, Inc.; NV — Alpha Dental of Nevada, Inc.; UT — Alpha Dental of Utah, Inc.; NM — Alpha Dental of New Mexico, Inc.; NY — Delta Dental of New York, Inc.; PA — Delta Dental of Pennsylvania. Delta Dental Insurance Company acts as the DeltaCare USA administrator in all these states. These companies are financially responsible for their own products. DeltaVision is underwritten by these companies in these states: Delta Dental of California — CA; Delta Dental Insurance Company — AL, DE, DC, FL, GA, LA, MD, MT, NV, NY, PA, TX, UT, and WV. DeltaVision is administered by Vision Service Plan (VSP).

- **CA Grievance Process:** This notice describes our procedure for processing and resolving enrollee grievances and gives the address and phone number to make a complaint. Californians are encouraged to read this notice when they first enroll and annually thereafter.
- **CA Timely Access to Care:** California law requires health plans to provide timely access to care. This law sets limits on how long enrollees must wait to get appointments and telephone assistance.
- **CA Tissue and Organ Donations:** This notice informs subscribers of the societal benefits of organ donation and the methods they can use to become organ and/or tissue donors. California regulations require every health plan to provide this information upon enrollment and annually thereafter.
- **CA Annual Deductible and OOP Max Accrual Balances:** California law requires health plans to provide enrollees with up-to-date accrual balances towards their annual deductible and out-of-pocket maximum for every month benefits were used until the accrual balances are met. Enrollees have the right to request their most up-to-date accrual balance from the health plan at any time.
- **CA Request Confidential Communications:** This notice informs subscribers of methods of contacting the plan when there is a need or desire to provide and alternative address to received protected health information. Users may also choose to use the “Request for Confidential Communication” form when submitting such request.

For questions concerning the notices, please contact us at 866-530-9675. You may also write to us at:

Delta Dental  
 PO Box 997330  
 Sacramento, CA 95899-7330

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