



your health

2018 dental surcharge updates

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If you were enrolled in the **Chevron Dental PPO** or **Dental HMO Plan** in 2017*, we requested that you receive at least one preventive dental cleaning** between January 1 and December 31, 2017. If you did not participate in this preventive care measure in 2017, you will pay a dental surcharge of \$120 more for your annual Dental PPO or Dental HMO Plan premium in 2018.

verification process complete at the end of january

By the end of January, your Chevron dental plan and the HR Service Center will complete a verification process to determine if the dental surcharge applies to you in 2018. When that process is complete at the *end of January*, you'll be able to see your dental surcharge status on the [Benefits Connection](#) website or by calling the [HR Service Center](#). In addition, if it was determined that the dental surcharge *does* in fact apply to you in 2018, you will be mailed a revised confirmation statement from the HR Service Center by the end of the first quarter of 2018.

when the surcharge will be applied

If applicable, the \$120 dental surcharge will be applied to your Chevron Dental PPO or Dental HMO Plan coverage over 20 pay periods beginning in **March 2018**. The dental surcharge will also appear as a separate payroll deduction line item on your pay statements at that time.

how to dispute your dental surcharge assessment

If you believe the dental surcharge was assessed to you in error, you may dispute the assignment as follows:

- Contact your dentist for documentation related to the preventive treatment. To be considered, the documentation must include:
 - Dental provider's name.
 - Date of service in 2017.
 - Your name (the employee) as the patient.
 - An eligible procedure code of D1110, D4910 or D4355
- Once you have the appropriate documentation, you must submit the documentation to the HR Service Center by either [postal mail](#), or by uploading to the [Benefits Connection](#) website, as follows:

- Login to [Benefits Connection](#).
 - Choose **Upload Documents** from the far upper right corner of the screen.
 - Choose **Upload New Document**.
 - Choose the **Health and Welfare** category, and then **Dental Cleaning Proof**.
- Your dispute will be reviewed and you'll be informed of the results.

* If you were hired on or after October 1, 2017 the dental surcharge does not apply to your Chevron dental coverage in 2018.

** For participants with dentures, receive at least one oral exam in lieu of a cleaning.