

## NBTF Group Insurance Eligibility Guidelines for Supply Teachers

- It is the supply teacher's responsibility to inquire about the New Brunswick Teachers' Federation Group Insurance Plan with Johnson Inc. directly.
- A supply teacher must be a member of the New Brunswick Teachers' Federation (NBTF) in order to teach in New Brunswick. They must also join either the New Brunswick Teachers' Association (NBTA) or l'Association des enseignantes et des enseignants francophones du Nouveau-Brunswick (AEFNB). To become a supply teacher of the NBTA it is necessary to become an Associate Member of the NBTA if the candidate does not possess a teaching certificate.
- A supply teacher must be on a district approved supply list in order to be eligible for group insurance.
- Supply teachers are eligible for group insurance as of the first day of supply teaching. No evidence of insurability is required, provided application is made within 31 days of their first day of teaching. They may enroll in the Basic Life, Basic Accidental Death and Dismemberment, Health, Prescription Drugs, Dental, Optional Life and Optional Accidental Death and Dismemberment Insurance Plans.
- The Employer does not share in the cost of group insurance for a supply teacher.
- For continuation of coverage, supply teachers must provide proof that they have taught a minimum of 10 days in the previous school year before they can be insured. Otherwise coverage will be cancelled.
- Should a supply teacher receive a contract they should contact Johnson Inc. as soon as possible in order to ensure continuation of benefits in the NBTF Group Insurance Plan (1-800-442-4428 or 458-1981 in the Fredericton area).