## **8** Guardian<sup>•</sup>

## Notice Informing Individuals about Nondiscrimination and Accessibility Requirements

## Discrimination is Against the Law

Guardian and its subsidiaries comply with applicable Federal civil rights laws and does not discriminate based on race, color, national origin, age, disability, sex, or actual or perceived gender identity. It does not exclude people or treat them differently because of their race, color, national origin, age, disability, sex, or actual or perceived.

Guardian and its subsidiaries provide free aids and services to people with disabilities to communicate effectively with us, such as: qualified sign language interpreters; written information in other formats (large print, audio, accessible electronic formats); and it provides free language services to people whose primary language is not English, such as qualified interpreters and Information written in other languages. If you need these services:

For group insurance, call the telephone number on your identification card For Individual Coverage, please call 844-561-5600 For TTY/TDD, Dial 7-1-1

If you believe that Guardian or one of its subsidiaries has not provided these services or if it has discriminated against you based on race, color, national origin, age, disability, sex, or actual or perceived gender identity, you can file a grievance with:

Guardian Civil Rights Coordinator ATTN: Chandra Downey, Assistant Vice President Commercial & Government Markets Compliance The Guardian Life Insurance Company of America 10 Hudson Yards New York, NY 10001 212-598-8000

You can file a grievance in person or by mail, fax, or email. If you need help filing a grievance, the Guardian Civil Rights Coordinator is available to help you. You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at: <a href="https://ocrportal.hhs.gov/ocr/portal/lobby.jsf">https://ocrportal.hhs.gov/ocr/portal/lobby.jsf</a>

By mail or phone at:

U.S. Department of Health and Human Services 200 Independence Avenue SW Room 509F, HHH Building Washington, D.C. 20201 1-800–368–1019 1-800-537-7697 (TDD)

Complaint forms are available at http://www.hhs.gov/ocr/office/file/index.html

Guardian subsidiaries include First Commonwealth Inc. subsidiary companies, Managed Dental Care, Managed Dental Guard, Inc., Avēsis Incorporated, Premier Access Insurance Company and Access Dental Plan, Inc.

Guardian® is a registered service mark of The Guardian Life Insurance Company of America, New York, New York. © 2019 The Guardian Life Insurance Company of America. All rights reserved.