

To: LifeBridge Health Employees
From: Benefits Department
Subject: **Complementary Digital Legal Planning for Healthcare Heroes**
Date: May 4, 2020



Legal Plans

No cost digital planning tools for our Healthcare Heroes

Visit [MetLife.com/Heroes](https://www.metlife.com/heroes) to get started.

The global pandemic is putting us all in uncharted territory – even more so for you and your colleagues on the front lines. We know you are balancing a lot, from being on the front line in your community to taking care of your own family, and we want to extend our thanks.

In these trying times, you are delivering more than the best care. You also help deliver peace of mind. We care about your peace of mind, and that's why we are giving you tools to help you make a plan to address some things that might be on your mind – whether it's routine matters you just need to take out of your busy schedule, or more serious unexpected events. The process is as simple as answering a few questions, and in as little as 15 minutes you can create the following documents online:

- **Healthcare Proxy¹** – Make decisions about your own medical care and/or appoint someone to make decisions on your behalf.
- **Power of Attorney** – Delegate someone you trust to manage your financial affairs.
- **Estate Planning Documents (Last Will and Testament)** – Choose who should receive your assets and name beneficiaries for minor children.

You will then be able to print and sign your documents following the instructions provided online. If you need to notarize your documents, notaries are available at most hospitals or you can get access to one at most banks and UPS stores.

Visit [MetLife.com/Heroes](https://www.metlife.com/heroes) to get started. This service is available from May 4 to June 30, 2020.

Frequently Asked Questions

Q. What does the plan include?

A. Each online estate plan includes the following documents for employees and their spouses:

- **Healthcare Proxy**¹ – Make decisions about your own medical care and/or appoint someone to make decisions on your behalf.
- **Power of Attorney** – Delegate someone you trust to manage your financial affairs.
- **Estate Planning Documents (Last Will and Testament)** – Choose who should receive your assets and name beneficiaries for minor children.

Q. How much does it cost?

A. This service is available at no charge. Due to the ongoing global crisis, we believe it is more important than ever to have an estate plan in place. That's why we have decided to offer this service at no cost to you.

Q. How do I create my estate plan?

A. Creating an estate plan is as simple as answering a few questions about yourself, your family, and your assets. Answer the questions on the screen and your estate planning documents will instantly be created, according to your wishes and the laws of your state. You will have a chance to review the documents and change any of your wishes before signing.

Q. How do I sign the documents?

A. Each of the documents you receive will need to be printed and signed following the instructions provided online.

Q. Is notarization required?

A. Notarization requirements vary depending on your state's laws and the specific document being signed. Please make sure to follow the signing instructions included with each document to ensure it is properly signed. If your document needs to be notarized you can often find a notary at most hospitals, banks and UPS stores.

¹ Healthcare Proxy not available in Oregon.



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employment-related matters, including company or statutory benefits; 2) matters involving the employer, MetLife and affiliates and plan attorneys; 3) matters in which there is a conflict of interest between the employee and spouse or dependents in which case services are excluded for the spouse and dependents; 4) appeals and class actions; 5) farm and business matters, including rental issues when the participant is the landlord; 6) patent, trademark and copyright matters; 7) costs and fines; 8) frivolous or unethical matters; 9) matters for which an attorney-client relationship exists prior to the participant becoming eligible for plan benefits. For all other personal legal matters, an advice and consultation benefit is provided. Additional representation is also included for certain matters.