



June 21, 2010

**Subject: WHIT Third Party Administrator Change**

Dear WHIT Participating Employer:

This is a follow-up letter to one you received last month informing you of the Trust's change in third party administrators.

**Benefit Solutions, Inc. (BSI) will replace Zenith Administrators, Inc. as WHIT's Third Party Administrator effective with July's billing for August coverage.**

As this change is fast-approaching, we want to make you aware of important dates that affect you:

**Effective Today**

- All eligibility and enrollment changes should be sent to Victor Carter at BSI.
- **Victor Carter – WHIT Account Manager**  
Benefit Solutions, Inc.  
PO Box 6  
Mukilteo, WA 98275-0006  
206.859.2642  
[vcarter@bsitpa.com](mailto:vcarter@bsitpa.com)

**Beginning July 15<sup>th</sup>**

- You will receive your first WHIT invoice from BSI for August coverage and any retroactive eligibility adjustments that have not previously appeared on a bill from Zenith Administrators.
- All communication (eligibility/billing issues etc.) from this date forward should be sent to BSI.
- **IMPORTANT:** Between now and August 1<sup>st</sup>, the Trust requests ALL past due balances and credits be submitted to Zenith Administrators. All premiums billed by Zenith for July and prior should be remitted to Zenith. Only amounts invoiced by BSI should be submitted to BSI.

**August 1<sup>st</sup>**

BSI officially becomes WHIT's new third party administrator.

The Trust will continue to communicate all pertinent details as we move closer to the August 1 effective date. Additionally we will update our website, [www.whitonline.org](http://www.whitonline.org), with status on the transition. Currently you will find an electronic copy of the first communication we sent out last month.

Should you have any questions or concerns, please contact Becky Wallen or Karni Adamson at DiMartino Associates.

BSI is also available should any questions or concerns arise, OR if you would just like to call and introduce yourself! Contact information for our new account manager, Victor Carter, can be found on our website as well as in this letter.

Lastly, we would like to thank you again for your continued support of the Trust. Changing administrators is not something we take lightly. WHIT believes this new TPA relationship will enhance our service to you by adding improved technology capabilities and flexibility on top of the excellent customer service to which you're accustomed.

Sincerely,

Greg DiMartino John Wallen Karni Adamson Becky Wallen

DiMartino Associates, Inc. – **Member Service to WHIT**

**206/467-9408 Seattle**

**888/715-8000 toll free**