



**VOLUNTARY HOSPITALS HOUSE STAFF BENEFITS PLAN
PROFESSIONAL EDUCATIONAL BENEFIT**

Wyckoff Heights Medical Center

**SUMMARY OF MATERIAL MODIFICATION
PLEASE READ NOW!**

Dear House Staff Officer,

This notice contains important information regarding changes to the Professional Educational Benefit ("Plan" or "PEB"). **This Summary of Material Modification ("SMM") is issued to notify you of changes to the terms of the Plan.**

We are pleased to announce a benefit improvement for participants employed by Wyckoff Heights Medical Center: the annual PEB allowance has been increased from \$650 to **\$1,000** retroactive to July 1, 2023. For the July 1, 2023 to June 30, 2024 Benefit Cycle, the PEB allowance will be **\$1,000**. Effective July 1, 2024, the PEB allowance will increase again to **\$1,360** for the July 1, 2024 through June 30, 2025 Benefit Cycle and will remain at **\$1,360** for every Benefit Cycle (each July 1 to June 30) thereafter. Please be advised if you have not used your full benefit in a given Benefit Cycle, you can carry over the balance and use it in the next Benefit Cycle.

Except as explained in this SMM, all other terms and conditions of the Plan, including the claims process, remain unchanged. Please see the PEB **Summary Plan Description**, dated January 1, 2024, for more information.

If you already submitted a claim in excess of \$650 for a date of purchase on or after July 1, 2023 that was reimbursed at the \$650 maximum allowance, you may request reprocessing of your claim. Please make your request to resubmit your claim using the reprocesses form found [here](#). All requests for reprocessing must be made within one year after the date of purchase.

You must submit your claim for reimbursement no later than one year after you have purchased the items, and we encourage you to submit your claims as soon as possible. Click [here](#) to submit claims through the member portal.

If you have any further questions, please feel free to contact the Benefits Office at [\(212\) 356-8180](tel:2123568180) or via email at benefits@cirbenefitfunds.org, Monday – Friday, 9:00 am – 5:00 pm EST.

Sincerely,
CIR BENEFIT FUNDS

If you believe you received this message in error or wish to no longer receive email from us, please
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