



Benefit Considerations related to Life Events

Loss of a Loved One

On behalf of Dallas County we extend our deepest sympathy for the loss of your loved one. In the event that you lost your spouse or dependent child that is covered under the employer sponsored life insurance policy, we may help you begin the claim process.

Please review the Bereavement policy in the [Employee Handbook](#) for guidelines surrounding time off procedures. It can be found online under Human Resources> Employee Resources.

You may consider updating your beneficiary designations for your Reliance Standard Financial Group Life & AD&D coverage's. It is recommended you also update your IPERS beneficiaries. Both of the change [forms](#) can be found online under Human Resources> Employee Resources> Employee Forms>Benefit Forms. Please return the forms to the HR office.

Please remember that the Employee & Family Resources Employee Assistance Program (EAP) is a free and confidential service available to all employees and their immediate family members with assistance in life coaching, financial and legal consultation, and grief counseling. [Additional information](#) can be found online under the Staff Intranet> HR Forms & Information> EAP Information. Call toll-free (800) 327-4692 or visit efr.org.

Please contact HR at (515) 993-6800 or dcpersonnel@dallascountyiowa.gov if you have additional questions or would like further assistance with this process.
