

## **Important Contacts**

### **HUMAN RESOURCES**

P.O. Box 470  
7497 County Complex Road  
Hanover, VA 23069

[www.co.hanover.va.us](http://www.co.hanover.va.us)

JOBS WEBSITE



[www.hanovercountyjobs.com](http://www.hanovercountyjobs.com)

James Taylor – HR Director	365-6072
Kelly Kapolka – HR Asst. Director	365-6037
Nancy Martin – HR Coordinator	365-6073
Amy Ash – HR Coordinator	365-6542
Darlene Young – HR Specialist	365-6076
Tina Chamberlain – HR Specialist	365-6337
Leigh Harcum – HR Analyst	365-7120
Stephanie Jacobs - HR Administrative Assistant	365-6075
HR Intern	365-7118
HR Fax	365-6334
HR/Purchasing Conf Room	365-6838
Job Line x 5706	365-6489

## **Benefit Contacts**

**Aetna Long Term Care Insurance**      <http://www.aetna.com/group/commonwealthva>      877-894-2470

**Advantra Freedom PFFS Plan**      [www.advantrafreedom.com](http://www.advantrafreedom.com)      866-714-9291  
Fax      866-906-1204

**AFLAC Insurance and Flexible Spending**      [www.aflac.com](http://www.aflac.com)      866-548-2484  
claims      877-353-9487  
Fax      877-353-9256

**Anthem Employee Assistance Program**      [www.anthemEAP.com](http://www.anthemEAP.com)      800-346-5484

**Southern Health**      [www.southernhealth.com](http://www.southernhealth.com)      800-627-4872  
Richmond Office      804-747-3700  
Behavioral Health Services      800-975-8919  
Pharmacy Help Desk      800-378-7040

Vision (VSP)      [www.vsp.com](http://www.vsp.com)      800-877-7195

**Delta Dental**      [www.deltadentalva.com](http://www.deltadentalva.com)      804-527-1392  
Premier/Preferred      800-237-6060  
DeltaCare      800-862-0838

**Lincoln Financial Group**      [www.lincolnalliance.com](http://www.lincolnalliance.com)      800-234-3500

**Minnesota Life**      [www.minnesotamutual.com](http://www.minnesotamutual.com)      800-441-2258

**Standard (Short Term/Long Term Disability)**      [www.thestandard.com](http://www.thestandard.com)      888-937-4783

**Virginia Credit Union**      [www.vacu.org](http://www.vacu.org)      804-323-6000  
800-285-6609

**Virginia Retirement System (VRS)**      [www.varetire.org](http://www.varetire.org)      888-827-3847