

COBRA Notification of Other Coverage, Medicare Entitlement, or Cessation of Disability
 University of Michigan Group Health Plan (the Plan)

BTT Use Only
Event Date _____
Input Elections _____

INSTRUCTIONS

This form (including page 2, "Procedures for Notice of Other Coverage, Medicare Entitlement, or Cessation of Disability") is part of the Plan's COBRA Election Notice. To obtain more information about this form, the Plan's notice procedures, and your COBRA rights and obligations, refer to your COBRA Initial Notice, Election Notice, or contact the Shared Services Center. Please print all information in **black ink**.

Notice Procedures

You must follow the Procedures for Notification of Other Coverage, Medicare Entitlement, Or Cessation of Disability described on page 2 of this form. **Important:** Your completed and signed form must be received by the SSC Benefits Transaction Team **within 30 days** after the event. See page 2.

Please Note: If one of the events listed in this notice occurs, COBRA coverage will be terminated (retroactively if applicable), regardless of whether or when you provide this Notification of Other Coverage, Medicare Entitlement, or Cessation of Disability.

1. Identify the Covered Faculty or Staff Member

Name (Last, First, Middle Initial)	UMID	U.S. Social Security Number (If UMID is unknown)
Street Address	City, State, Zip	Home Phone Number

2. Indicate the Event

Qualified Beneficiary Has Become Covered By Other Group Health Plan after Electing COBRA

Name of Qualified Beneficiary who Obtained Other Coverage	UMID	U.S. Social Security Number (If UMID is unknown)
Is evidence of the effective date of the other coverage enclosed with this notice? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date that other group health plan coverage became effective:	If there were any preexisting condition exclusions applicable to the qualified beneficiary, provide date that these exclusions were exhausted or satisfied:

Qualified Beneficiary Has Become Entitled to Medicare after Electing COBRA

Name of Qualified Beneficiary who Became Entitled to Medicare	UMID	U.S. Social Security Number (If UMID is unknown)
Is a copy of the qualified beneficiary's Medicare card enclosed with this notice? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date that Medicare entitlement began:	

Qualified Beneficiary Ceased to be Disabled

Name of Qualified Beneficiary	UMID	U.S. Social Security Number (If UMID is unknown)
Is a copy of the Social Security Administration's determination enclosed with this notice? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date disability ended (according to Social Security Administration determination):	Date of Social Security Administration's determination:

3. Address of Qualified Beneficiary Named Above

Same as Covered Faculty or Staff Member Different Address (Provide Below)

Qualified Beneficiary's Street Address	City, State, Zip	Home Phone Number
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4. Persons to be Removed/Dependent Information

You must complete the following section for all deletions. Enter the information for yourself and each dependent, and then write a **D** in the appropriate column to delete from your coverage.

Name (Last, First, Middle Initial)	Relationship Code ¹	Medical	Dental	Vision	Health Care FSA

¹ Relationship Codes: Self = Yourself; SP = Spouse; C = Child; OQA = Other Qualified Adult; CO = Child of OQA; SC = Stepchild; GD = Grandchild; R = Other relative (niece or nephew); SB = Sibling

5. Certification and Signature

I have read and agree to the terms and conditions listed on the back of this form. I certify the information provided above is correct to the best of my knowledge.

Signature _____

Date Signed _____

Procedures for Notification of Other Coverage, Medicare Entitlement, or Cessation of Disability

When to Use This Form:

Use this form when any of the following events occurs:

- A qualified beneficiary, after electing COBRA, first becomes covered under other group health plan coverage (but only after any preexisting condition exclusions of that other plan for a preexisting condition of the qualified beneficiary have been exhausted or satisfied);
- A qualified beneficiary, after electing COBRA, first becomes entitled to Medicare (Part A, Part B, or both); or
- The Social Security Administration determines that a disabled qualified beneficiary is no longer disabled, if the maximum period of COBRA coverage previously was extended due to the qualified beneficiary's disability.

You may return this notice to SSC Benefits Transactions by fax or by mail as noted at the bottom of this page. Please note deadlines below.

Information and Form Required for All Notices

This form may be used to provide the University of Michigan a Notice of Other Coverage, a Notice of Medicare Entitlement, or a Notice of Cessation of Disability, and all of the applicable items on the form should be completed.

This information may be provided to the University of Michigan in writing without using this form; however, all of the applicable items on the form must be provided.

Additional Information Required for Certain Notices

- If you are providing a Notice of Other Coverage, your notice should include evidence of the effective date of the other coverage (such as a copy of the insurance card or application for coverage).
- If you are providing a Notice of Medicare Entitlement, your notice should include a copy of the Medicare card showing the date of Medicare entitlement.

- If you are providing a Notice of Cessation of Disability, your notice must include a copy of the Social Security Administration's determination that the qualified beneficiary is no longer disabled.

Who May Provide Notices

The covered employee (i.e., the employee or former employee who is or was covered under the Plan), a qualified beneficiary with respect to the qualifying event, or a representative acting on behalf of either may provide the notice. A notice provided by any of these individuals will satisfy any responsibility to provide notice on behalf of all related qualified beneficiaries with respect to the other coverage, Medicare entitlement, or cessation of disability reported in the notice.

COBRA Coverage Will Terminate Regardless of Whether or When Notice is Provided

- If a qualified beneficiary first becomes covered by other group health plan coverage after electing COBRA, that qualified beneficiary's COBRA coverage will terminate (retroactively if applicable), regardless of whether or when a Notice of Other Coverage is provided.
- If a qualified beneficiary first becomes entitled to Medicare Part A, Part B, or both after electing COBRA, that qualified beneficiary's COBRA coverage will terminate (retroactively if applicable), regardless of whether or when a Notice of Medicare Entitlement is provided.
- If a disabled qualified beneficiary is determined by the Social Security Administration to be no longer disabled, COBRA coverage for all qualified beneficiaries whose COBRA coverage is extended due to the disability will terminate (retroactively if applicable), regardless of whether or when a Notice of Cessation of Disability is provided.

Deadlines

If you are providing notice of:	The deadline for this notice is:
Other Coverage (a qualified beneficiary, after electing COBRA, first becomes covered by other group health plan coverage)	30 days after the other coverage becomes effective or, if later, 30 days after exhaustion or satisfaction of any preexisting condition exclusions for a preexisting condition of the qualified beneficiary
Medicare Entitlement (a qualified beneficiary, after electing COBRA, first becomes entitled to Medicare Part A, Part B, or both)	30 days after the beginning of Medicare entitlement (as shown on Medicare card)
Cessation of Disability (a Social Security Administration determination that a qualified beneficiary is no longer disabled)	30 days after the date of the Social Security Administration's determination



HUMAN RESOURCES
BENEFITS OFFICE
UNIVERSITY OF MICHIGAN

Questions?

If you have any questions, visit hr.umich.edu/benefits-wellness, or call the SSC Contact Center at 734-615-2000 or 866-647-7657 (toll free for off-campus long-distance calls within the U.S.) Monday through Friday from 8 a.m. to 5 p.m.

How to Return Your Signed and Completed Form

By Fax

Fax it to 734-763-0363

Keep a copy of the fax transmission report with your form in your records.

By Mail

Make a copy for your records and send the original by **Campus Mail or U.S. Mail** to:

SSC Benefits Transactions
Wolverine Tower
3003 South State Street Ann Arbor,
MI 48109-1276