

COBRA Continuation of Healthcare Coverage

The right to COBRA continuation coverage was created by a federal law, the Consolidated Omnibus Budget Reconciliation Act of 1985. This notice generally explains COBRA coverage, when it may become available and what you need to do to protect the right to receive it. When you become eligible for COBRA, you may also become eligible for other coverage options that may cost less than COBRA continuation coverage.

COBRA continuation coverage is a temporary extension of your current healthcare coverage (medical, dental, voluntary vision and in some cases the healthcare flexible spending account and/or HealthFund) on a self-pay basis if you and/or your covered family members lose this coverage because of one of the qualifying events listed under COBRA Qualified Beneficiaries and Events (see below). COBRA does not extend other types of employee benefits, such as life insurance.

Are there other coverage options besides COBRA continuation coverage?

Yes. Instead of enrolling in COBRA continuation coverage, you may qualify for a 30-day special enrollment period for another group health plan for which you are eligible (such as a spouse's plan), even if that plan generally doesn't accept late enrollees. Additionally, you and your family may be able to get coverage through the health insurance marketplace, Medicare, Medicaid or Children's Health Insurance Program (CHIP) during a special enrollment period. You can learn more about many of these options at healthcare.gov (or coveredca.com).

What is COBRA continuation coverage?

COBRA continuation coverage is a continuation of healthcare coverage when it would otherwise end because of a life event. This is also called a "qualifying event." After a qualifying event, COBRA continuation coverage must be offered to each person who is a qualified beneficiary. You, your spouse/domestic partner and your eligible children could become qualified beneficiaries if you lose Cedars-Sinai healthcare coverage because of the qualifying event.

COBRA qualified beneficiaries and events

You (the employee) become a qualified beneficiary by losing Cedars-Sinai coverage because:

- Your hours of employment are reduced, or
- Your employment ends for any reason other than your gross misconduct.

Your covered spouse/domestic partner becomes a qualified beneficiary by losing Cedars-Sinai healthcare coverage because:

- Your employment ends for any reason other than your gross misconduct.
- Your hours of employment are reduced.
- You die.
- You enroll in Medicare (Part A, Part B or both) and you drop your Cedars-Sinai coverage.
- You and your spouse divorce or legally separate.

REQUIRED LEGAL NOTICE

Cedars-Sinai is required to provide this COBRA notice upon enrolling for healthcare coverage. It likely doesn't apply to you now — please keep this on file in case you need the information later.

Your covered children become qualified beneficiaries by losing Cedars-Sinai healthcare coverage because:

- Your employment ends for any reason other than your gross misconduct.
- Your hours of employment are reduced.
- You die.
- You enroll in Medicare (Part A, Part B or both) and you drop your Cedars-Sinai coverage.
- You and your spouse/domestic partner divorce or legally separate (causing the child to lose eligibility for coverage).
- The child loses eligibility for coverage under the plan (turns age 26 or joins the military).

Please note: Federal law does not give COBRA continuation coverage rights to domestic partners and their children; this is something that Cedars-Sinai offers over and above federal requirements.

Cedars-Sinai employees and covered family members do not lose Cedars-Sinai healthcare benefits upon becoming eligible for or enrolling in Medicare. However:

- Employees may drop their Cedars-Sinai coverage within 30 days of being covered by Medicare; in this situation any covered family members would lose their Cedars-Sinai coverage and become eligible for COBRA.
- If covered by COBRA, you might lose your COBRA coverage upon enrolling in Medicare. Contact TRI-AD (the COBRA Administrator) at 888-844-1372 for details.

When is COBRA coverage available?

COBRA is offered to qualified beneficiaries only after the COBRA Administrator has been notified that a qualifying event has occurred.

Cedars-Sinai notifies the COBRA Administrator of the following qualifying events:

- Your employment ends for any reason other than your gross misconduct.
- Your hours of employment are reduced.
- You die.
- You drop your coverage because you enrolled in Medicare.

You must notify the MBC HR Employee Benefits Help Desk within 60 days after the following qualifying events: *

- Divorce or legal separation
- A covered child's losing eligibility

If the MBC HR Employee Benefits Help Desk is not notified that your family member is no longer eligible for coverage within 60 days of the qualifying event, Cedars-Sinai is not required to offer COBRA.

How is COBRA coverage provided?

Once the MBC HR Employee Benefits Help Desk receives notice that a qualifying event has occurred, they notify TRI-AD (the COBRA Administrator) and COBRA continuation coverage will be offered to each of the qualified beneficiaries. Each qualified beneficiary will have an independent right to elect COBRA continuation coverage. Covered employees may elect COBRA continuation coverage on behalf of their spouses, and parents may elect COBRA continuation coverage on behalf of their children.

How much does COBRA cost?

Usually you pay 100 percent of the premium (both the employer and employee portions) plus a 2 percent administrative fee. However, if you have a disability extension for COBRA, you pay 150 percent of the premium during the extension period.

How long does COBRA last?

COBRA continuation coverage is a temporary continuation of coverage that generally lasts for 18 months due to employment termination or reduced work hours. Certain qualifying events, or a second qualifying event during the initial period of coverage, may permit a beneficiary to receive a maximum of 36 months of coverage.

There are also ways in which this 18-month period of COBRA continuation coverage can be extended:

- **Disability extension of 18-month period of COBRA continuation coverage:*** If you or anyone in your family covered under the plan is determined by Social Security to be disabled and you notify the COBRA Administrator in a timely fashion, you and your entire family may be entitled to get up to an additional 11 months of COBRA continuation coverage, for a maximum of 29 months. The disability would have to have started at some time before the day 60 of COBRA continuation coverage and must last at least until the end of the 18-month period of COBRA continuation coverage. If you are not yet covered through COBRA, notify the MBC HR Employee Benefits Help Desk. If covered by COBRA, notify TRI-AD (the COBRA Administrator) following the procedures described in the COBRA Election Notice.
- **Second qualifying event extension of 18-month period of continuation coverage:*** If your family member experiences another qualifying event during the 18 months of COBRA continuation coverage, the spouse/domestic partner and covered children in your family can get up to 18 additional months of COBRA continuation coverage, for a maximum of 36 months, if the COBRA Administrator is properly notified about the second qualifying event. This extension may be available to the spouse and any covered children getting COBRA continuation coverage if the employee or former employee dies, becomes entitled to Medicare benefits (under Part A, Part B or both) and drops Cedars-Sinai coverage, divorces or legally separates or if the covered child stops being eligible. This extension is only available if the second qualifying event causes the spouse/domestic partner or covered child to lose coverage under the plan had the first qualifying event not occurred.

If you have COBRA questions

For questions about the plan or your COBRA continuation coverage rights, contact:

MBC HR Employee Benefits Help Desk	TRI-AD COBRA Administrator
Phone: 888-302-3941	888-844-1372
Email: MBC.cshs@milliman.com	cobmail@tri-ad.com
Mail: PO Box 601719 Dallas, TX 75360-1719	PO Box 2059 Escondido, CA 92033
Web: Cedars-Sinai.MyBenefitChoice.com	tri-ad.com/cobra

For more information about your rights under the Employee Retirement Income Security Act (ERISA), including COBRA, the Patient Protection and Affordable Care Act, and other laws affecting group health plans, contact the nearest Regional or District Office of the U.S. Department of Labor's Employee Benefits Security Administration (EBSA) in your area or visit dol.gov/ebsa. (Addresses and phone numbers of Regional and District EBSA Offices are available through EBSA's website.)

For more information about the marketplace, visit healthcare.gov (or coveredca.com).

Keep your contact information up to date

To protect your family's rights, keep your address and contact information up to date with Cedars-Sinai. The quickest way is on the Cedars-Sinai intranet:

> HUMAN RESOURCES (top of page) > CHANGE MY PERSONAL INFORMATION
> Download the Employee Address and Phone Change form (ePAF)
(download button near the bottom of the page)

If you have access to your Cedars-Sinai email:

Complete the online ePAF and click "ELECTRONIC SUBMIT" (using your Cedars-Sinai email account)

Note: the ePAF (online PDF) requires Adobe Acrobat; if using Internet Explorer, Acrobat is the default when you open the ePAF from the website.

If you don't have access to your Cedars-Sinai email:

Print and complete the form, and then fax it to HR Employee records: 310-423-0365.

If you need help updating your contact information, contact Cedar-Sinai's HR Service Center:

- Call: 424-314-myHR (6947)
- Email: myHR@cshs.org

* Due to the COVID-19 national emergency, some COBRA rules have been temporarily changed — such as the suspension of the COBRA 60-day election period and the time period for notifying the COBRA Administrator of a qualifying event. Once the national emergency ends, the federal government will set an "outbreak period end date" and any notice and election periods will begin to run as of that end date. However, if a qualifying event occurs during the outbreak period, you do not have to wait until the end date to give notice and/or make your COBRA election. For more information, contact the COBRA Administrator at 888-844-1372.