

## Rocky Mountain Health Plans – COBRA Assistance

RMHP will send out the Notices to Qualified Beneficiaries when they lose eligibility for group coverage. In order for us to accurately distribute this notice, RMHP requires employers to submit a disenrollment notice by either completing the RMHP Disenrollment Form or by completing the RMHP disenrollment notification form located on our website [www.rmhp.org](http://www.rmhp.org).

### Individuals who lose eligibility for any reason EXCEPT Involuntary termination

RMHP will send the notice to the Qualified Beneficiary. RMHP will terminate coverage of the employee or dependent the first of the month following the disenrollment notice and pend the case until we receive the signed election form from the individual and COBRA premium is received. At that time, COBRA coverage will be reinstated, with no lapse in coverage. RMHP will bill the Qualified Beneficiary directly every month equal to 102% of the premium for non-COBRA active employees and their dependents. RMHP will continue to monitor the COBRA coverage duration and notify COBRA Qualified Beneficiaries when their COBRA coverage is about to expire.

### Individuals who lose eligibility due to INVOLUNTARY TERMINATION

RMHP requires employers to submit a disenrollment notice by either completing the RMHP Disenrollment Form or by completing the RMHP Disenrollment Notification Form located on our website [www.rmhp.org](http://www.rmhp.org). RMHP will send the notice to the Qualified Beneficiary, notifying them of their rights to continued coverage under the subsidy. Individuals who elect the COBRA subsidy will send their notification to RMHP. RMHP will notify the employer group about the COBRA subsidy election.

RMHP will provide a separate billing of subsidy-eligible individuals with each monthly billing statement. This statement will list all individuals currently enrolled in the COBRA subsidy, along with their monthly premium due. ***Employers will be responsible for 100% payment to RMHP for both the subsidy-eligible individuals and for active employees and their dependents.*** Remember, RMHP will continue to bill Qualified Beneficiaries that are ***not*** eligible for the COBRA subsidy.

***Employers will collect subsidy-eligible individuals premium directly.*** Employers will have the option of including the 2% administrative fee in their calculation of the 35% billing to individuals.

RMHP will monitor the 15 month duration for the COBRA subsidy and notify subsidy-eligible individuals 60 days prior to the expiration of their subsidy. Continuation of any remaining COBRA coverage at the full 102% of premium will be presented. At that time, RMHP will administer COBRA as outlined above.