

From: Giles, Karen
Sent: Monday, November 18, 2013 2:51 PM
Subject: Enrollment Changes Due to the ACA Insurance Exchange Open Enrollment Period ACTION REQUIRED
Attachments: Memo-Employee_Notice_re_1_1_2014_Enrollment_Options 11-18-13.pdf;
Memo-Employer_Notice_re_1_1_2014_Enrollment_Options 11-18-13.pdf;
Special Health Plan Enrollment Effective 1-1-14 or 2-1-14 or 3-1-14.pdf



This email is being sent to all of the Superintendents, Board of Managers Members and Bookkeepers we have on file for the Egyptian Trust. If you received this email in error please forward to the appropriate party and contact Krista Gotto (krista.gotto@meritain.com) at the Metro East Service Office of Meritain Health to update the contact information.

Dear Participating Employer Group:

We have received numerous inquiries from employers and employees about enrolling in the Egyptian Trust Health Plans. The attached memo clarifies when an employee or eligible dependents of an employee may enroll beginning 1/1/14. This is a **one-time** limited opportunity for your employees and eligible dependents to enroll in one of the Egyptian Trust Health Plans your school, district, or ROE offers to employees. This enrollment period coincides with the insurance exchange open enrollment period. **It is important that you review the attached memo thoroughly as you, the employer, will be responsible for obtaining documentation from the employee proving they enrolled for coverage through the insurance exchange. This is the only reason an employee may drop coverage during the insurance exchange open enrollment period.**

To assist you during this time, we have provided a memo for you to share with your employees and a customized enrollment form to use during this period. Please see that all eligible employee's receive this memo so they understand their rights to enroll in this plan or in the insurance exchanges and avoid penalties for failing to retain health insurance coverage.

Please feel free to contact me or Marie Mangan 716.319.5084 or marie.mangan@meritain.com with any questions. Thank you and have a good week. Karen

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