

# COBRA Secure<sup>SM</sup>



Brokers and Employers

## Meet COBRA requirements, *without spending your day on it.*



COBRA is a complex law with many intricacies. Any company with 20 or more common-law employees who worked 50% of the preceding calendar year's typical business days must comply with Federal COBRA. Our full-service **COBRASecure** administration provides initial notices, election notices, loss of coverage notices, extension notices, reinstatement notices, and qualifying notices so you don't have to.

### Employer Administration Features

- ✓ Full-Service Federal COBRA
  - Up-to-date and compliant notices
  - Premium billing, payment collection, and remittance to the employer
  - Proof of mailing for all notices that require it
  - Direct insurance carrier interaction regarding participant coverage
- ✓ State Continuation options for WI and MN
- ✓ State Continuation options for CT, NY, & TX employers who also offer Federal COBRA
- ✓ Online Administration with Full Transparency
  - Workflows to add, remove, and edit Qualified Beneficiaries and Qualifying Events
  - Detailed on-demand reports and access to communications
  - Electronic file feed options

### Qualified Beneficiary Features

- ✓ Smooth transition for active COBRA participants
- ✓ Compliant coverage and protection based on COBRA regulations
- ✓ Qualifying event notices with election form, payment information, and contact information
- ✓ Notices and coverage offered to eligible dependents
- ✓ Payment options
  - Recurring ACH payments, check, or money order
  - One-time ACH or debit/credit payments (convenience fee applies)
  - Convenient online portal to make elections and online payments

See how we're *different.*



Compliance *Expertise*



Dedicated *Support*



100% *Employee-owned*

# The COBRASecure Experience

## Employers

### **Continuant Takeover**

- Detailed transition planning
- Seamless experience for active COBRA participants
- Blanket notification options, for an additional fee

### **COBRA Qualifying Events**

- Online Qualifying Event submission
- Direct online access to mailed notices and logs
- Detailed reports

### **Ongoing COBRA Compliance**

- Access to our in-house compliance team
- Up-to-date materials
- Quick responses

### **Open Enrollment and Rate Renewal**

- Online annual questionnaire
- Open Enrollment options for an additional fee
- Quick processing of benefit changes

## Participants

### **Qualifying Event Notice**

- Delivered quickly, faster than required timelines
- Includes benefit info, premium amounts, and payment options
- Ongoing participant support

### **COBRA Enrollment**

- Submit first payment
- Recurring ACH, check, or money order
- One-time ACH, credit, or debit (fee applies)

### **Reinstated Coverage**

- Benefit coverage reinstated with the carrier
- Continue to make monthly payments

### **End of Coverage**

- Notified when eligibility is ending
- May terminate coverage by stopping payments

## Administration Details



### **State Continuation Options Available**

We offer State Continuation administration for **Wisconsin** and **Minnesota** requirements to employers who also offer Federal COBRA *and* those who only offer State Continuation. We offer State Continuation administration for **Texas**, **New York**, and **Connecticut** requirements to employers who also offer Federal COBRA.



### **Checks and Balances**

We utilize checks and balances to make sure no detail is untouched and there are no surprises. Our audit scenario testing ensures COBRA file feeds are running smoothly. If we find anything amiss, we let you know and provide you with information and context so you can avoid the same scenario in the future.



### **Unmatched COBRA Reporting**

Our COBRASecure reporting provides easy access to COBRA activity and information needed for federal reporting. Our reports go above and beyond what many other administrators offer, providing an ACA Report, Continuant 5500 Report, Qualified Beneficiary Enrollment Status Report, Summary of COBRA Rates Report, and Remittance Report. COBRA clients log into their online account to run the reports when they need them.

### Contact Us