HA-0109-0920

State Health Benefits Program (SHBP) • School Employees' Health Benefits Program (SEHBP)

ACTIVE LOCAL GOVERNMENT AND LOCAL EDUCATION EMPLOYEE GROUP

EMPLOYEE COVERAGE WAIVER/REINSTATEMENT FORM

OPEN ENROLLMENT PLAN YEAR 2021

PART 1: MEMBER INFORMATION

Last Name	First	MI

Gender	Birth Date	Social Security Number	Marital Status*

Phone Number	Email Address

Street Address	City	State	Zip

EMPLOYMENT STATUS ☐ Full Time ☐ Part Time ☐ National Guard

DIVISION USE ONLY

Effective Dates — Event Reason:

H _____/_____/_____ ☐

Rx _____/_____/_____

EMPLOYER CERTIFICATION

(See Instructions on reverse)

Employer Name Bergen Community College

Location # (State Monthly)

☐ ☐ ☐ 1 4 8 6

10/12 - month employee (Enter 10 or 12) ☐☐

MEMBER ACTION

☐ New Enrollment ☐ Existing

Date Employment Began

_____/_____/_____

Signature of Certifying Officer

201-447-7442

Phone Number *Date Mailed*

Check appropriate box(es) below.

☐ **Waiver of Coverage —** I wish to waive medical and SHBP/SEHBP prescription coverage.

In accordance with P.L. 2007, c. 92 (Chapter 92) and P.L. 2010, c. 2 (Chapter 2), I have agreed to waive coverage (medical and SHBP/SEHBP prescription coverage) with the SHBP or SEHBP to which I am entitled because I am covered under other health coverage. I understand that I am not eligible for the waiver incentive if my other coverage is with the SHBP or SEHBP. **Note:** You must submit proof of the other health coverage to your employer along with this form.

In place of health benefit coverage, my employer will pay me the amount shown in Part 2 below. I understand that I may resume SHBP or SEHBP coverage when I am no longer covered by the other health coverage, provided that I notify the Health Benefits Bureau within 60 days of the loss of the other coverage and provide proof of loss of that coverage.

☐ **Reinstatement of Coverage**

I previously waived SHBP or SEHBP coverage because I had other health coverage. As of _____, I am no longer covered by the other health plan, request reinstatement of health benefits coverage with the SHBP or SEHBP, and have provided proof of loss of the other coverage. I further understand that coverage is permitted as an employee, retiree, or dependent; however, multiple coverage under the SHBP or SEHBP is prohibited. Submit a *Health Benefits Enrollment And/Or Change Form* along with proof of loss of other coverage for all reinstatements.

Please print, sign, and upload your completed form with any necessary documentation to Laserfiche using the instructions emailed to your Bergen email OR drop off your completed form with any necessary supporting documents in a sealed envelope addressed to the attention of Janet Doyle in the Public Safety office at the Paramus campus. PLEASE DO NOT EMAIL YOUR FORMS.

Member's Signature _____ **Date** _____

PART 2: EMPLOYER CERTIFICATION

☐ We will pay the above employee $_____ every _____ in place of providing SHBP or SEHBP coverage. We understand that this payment may not be more than 25 percent of the amount saved by the employer because of the waiver or $5,000, whichever is less.

☐ We request reinstatement of this employee's SHBP or SEHBP coverage.

The reinstatement application must be filed within 60 days of the loss of other health coverage. If this timetable is followed, the coverage will be retroactive to the date of loss. If the 60 day time limit has passed, the employee must wait until the next open enrollment period to re-enroll.