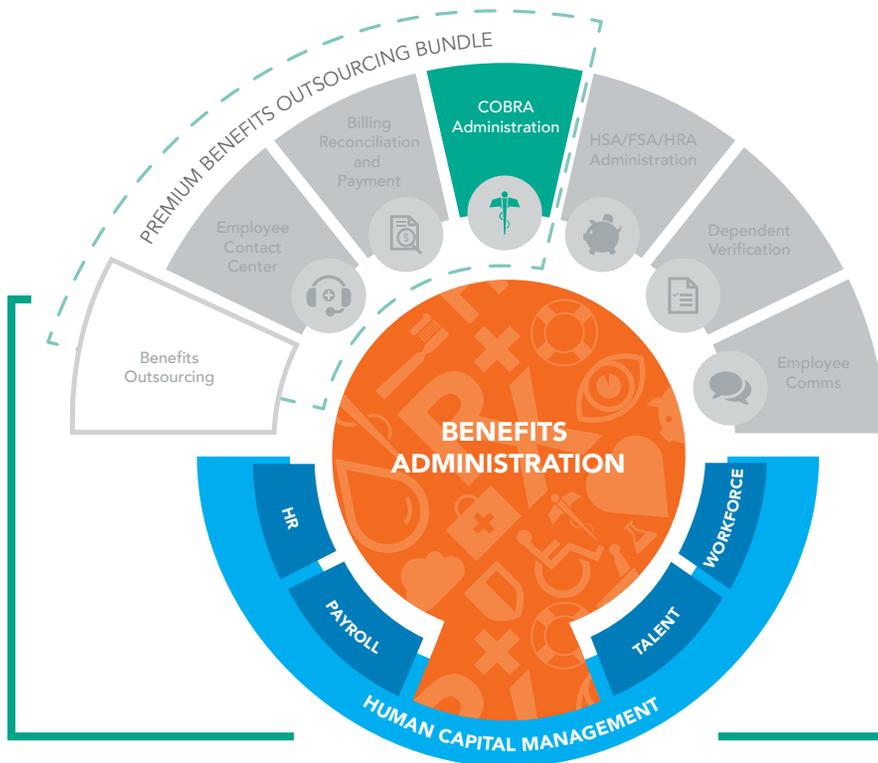




COBRA Administration

PLANSOURCE®



Software + Services = A Better Benefits Experience

At PlanSource, we believe that the best way to build a better benefits experience is by combining best-in-class software with a range of high-touch benefit services. This simple equation provides brokers and employers with a complete solution that can help busy HR departments work more efficiently and focus on strategic initiatives rather than tedious tactics.

COBRA Administration



PlanSource can handle the full cycle of COBRA administrative responsibilities for you. This starts with generating and communicating initial and qualifying events notices so you don't have to worry about staying compliant or being subject to penalties. We will audit participants for accuracy using employee data from the PlanSource Benefits Administration System, and assume full premium collection, monthly remittance, eligibility management for COBRA participants and issue resolution with the carriers on your behalf.

Why COBRA Administration?

Reduce Risk

PlanSource assumes liability and indemnifies employers who use the service.

Stay Focused

We manage the process from end to end, so you can stay focused on your business.

Ensure Compliance

Hire an expert to manage all of the compliance requirements on your behalf.

What is COBRA?

So, why are we even talking about this? COBRA requires that group health plans sponsored by employers with 20 or more employees in the prior year offer employees and their families the opportunity for a temporary extension of health coverage in certain instances such as voluntary or involuntary job loss and other life events. Passed into law in 1986, COBRA provides a guide for how employees and dependents may elect continuation coverage.

What's Included?

Because COBRA is seamlessly integrated into PlanSource, we're providing you a full picture of who is in the benefit plan and who is subject to COBRA requirements. Since we are managing the end-to-end offering including initial and qualifying event notices, data exchange with carriers and participant auditing, PlanSource assumes liability and indemnifies employers who use this service.

What's Included in the Service?



Send Notices

Generate notices based upon qualifying events



Process Payment

Process elections and payments from beneficiaries



Reinstate Coverage

Add COBRA coverage and manage the eligibility timeline



Bill Enrollees

Bill enrollees and provide reporting and auditing



Answer Questions

Address any questions with our contact center



Manage OE

Handle open enrollment and all future notice requirements