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Pension & Benefits Library

Pension & Benefits Editorial Materials

EBIA Benefits Compliance Library

EBIA Sample Documents

Group Health Plans: Federal Mandates Other Than COBRA & HIPAA

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Caution & Use Restriction: *These sample documents are for illustrative purposes. The documents are for a hypothetical that has interpreted "gray" areas of law in a manner that fits its risk tolerance. These sample documents may not be used for any purpose, but they may be used as a starting point to develop tailored documents that take into account an employer's plan design, administrative choices, and risk tolerance. Any other use of these sample documents is strictly prohibited. No content contained in this publication is to be considered as the rendering of legal advice for specific cases, and readers are responsible for obtaining such advice from their own legal counsel. This publication and the sample documents herein are intended for educational and informational purposes only.*

A. Sample Qualified Medical Child Support Order (QMCSO) Procedures and Related Forms

1. Guide to Sample QMCSO Procedures and Related Forms
2. Sample QMCSO Procedures
3. Sample Checklist for Assessing Whether an Order Is a QMCSO
4. Sample Record of Completed QMCSO Procedures
5. Sample Letter Acknowledging Receipt of Order
6. Sample Letter Accepting a Court Order as a QMCSO
7. Sample Letter Rejecting a Court Order

B. Women's Health and Cancer Rights Act (WHCRA) Enrollment Notice

C. Sample MHPA, WHCRA and NMHPA Administration Procedures

1. Guide to Sample MHPA, WHCRA and NMHPA Administration Procedures
2. Sample MHPA, WHCRA and NMHPA Administration Procedures

D. Sample USERRA Notices

1. Guide to Sample USERRA Notices
2. Sample USERRA Notice (to Accompany COBRA Election Notice)
3. Sample USERRA Notice & Election Form

E. Sample Michelle's Law Notice

1. Guide to Sample Michelle's Law Notice
2. Sample Michelle's Law Notice (To Accompany Certification of Dependent Student Status)
3. Sample Certification of Dependent Student Status (To Accompany Michelle's Law Notice)

F. Sample Notice of Opportunity to Enroll Children Who Were Previously Ineligible by Reason of a Dependent Eligibility Threshold

1. Guide to Sample Notice of Opportunity to Enroll Children Who Were Previously Ineligible by Reason of a Dependent Eligibility Threshold
2. Sample Notice of Opportunity to Enroll Children Who Were Previously Ineligible by Reason of a Dependent Eligibility Threshold

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