

MICHIGAN STATE UNIVERSITY

To: All MSU Employees

**From: Renè Rivard, Director of Compensation and Benefits
Human Resources, Michigan State University**

Subject: Required Legal Notice – Affordable Care Act Information

Reason for This Notice

Effective October 1, 2013, The Patient Protection and Affordable Care Act requires Michigan State University to notify all employees of health insurance options now available through the Health Insurance Marketplace, which is sponsored by the U.S. Centers for Medicare & Medicaid Services. This notice will provide you with information about the Health Insurance Marketplace as well as information on eligibility for health coverage through MSU.

What You Need to Do Now

If you are **eligible** for health coverage through MSU or you are already enrolled in an MSU health insurance plan, you generally do not need to take further action until the next university open enrollment period, which occurs annually October 1 through October 31. Further information will be sent to you about open enrollment at MSU. It is important, however, for you to read this information to understand the purpose of the Marketplace as well as information about eligibility for tax credits and premium sharing. **The health insurance options offered through the Marketplace are not intended to replace the health coverage plan(s) for employees who are eligible for benefits at MSU.**

If you are **not eligible** to participate in any of MSU's health coverage plans, it may be any option for you to obtain health insurance through the Marketplace. Depending on your household income, you may also be eligible for a tax credit and/or premium assistance to help reduce the cost of health coverage obtained through the Marketplace.

Please visit www.HealthCare.gov to view the dates for this year's Marketplace open enrollment. Once the open enrollment period has ended, the only time you may enroll in or change a Health Insurance Marketplace plan is if you have a life event that qualifies you for a Special Enrollment Period. To see if you qualify for a Special Enrollment Period visit www.HealthCare.gov.

If you are **uncertain** as to whether you are eligible for any of MSU's health insurance plans, please refer to page three of this notice for a listing of eligibility categories or call MSU Human Resources at 1-800-353-4434 or 517-353-4434.

1: General Information about the Marketplace

What is the Health Insurance Marketplace?

The Marketplace is designed to help you find health insurance that meets your needs and fits your budget. The Marketplace offers "one-stop shopping" to find and compare **private** health insurance options. You may also be eligible for a new kind of tax credit that lowers your monthly premium right away.

Can I save money on my health insurance premiums in the Marketplace?

You may qualify to save money and lower your monthly premium through the Marketplace, but only if you are not eligible for health coverage through MSU or if MSU offers you coverage that, to cover only you, costs more than 9.5% of your household income. You would not qualify for lower premiums or a

tax credit for failure of MSU's health plans to meet certain standards, because MSU's health plans meet the minimum standard value required by the Health Care Law.

Does MSU's health coverage affect eligibility for premium savings through the Marketplace?

Yes. If you have health coverage available from MSU, you will not be eligible for a tax credit through the Marketplace, unless the cost of the plan from MSU that would cover you (and not any other members of your family) is more than 9.5% of your household income. If the cost is greater than 9.5%, you may be eligible for a tax credit.

The Marketplace will use your household income, along with other factors, to determine whether you may be eligible for a premium discount. If, for example, your wages vary from week to week (perhaps you are an hourly employee), if you are newly employed mid-year, or if you have other income losses, you may still qualify for a premium discount through the Marketplace.

Note: If you are eligible for health coverage through MSU and purchase a health plan separately through the Marketplace, instead of accepting health coverage offered by MSU, then you will not receive the MSU employer contribution available for the MSU-offered coverage. Also, remember that the MSU employer contribution, as well as your employee contribution to MSU-offered coverage, is excluded from income for Federal and State income tax purposes while you are actively receiving a paycheck. Your payments for coverage through the Marketplace are made on an after-tax basis.

How can I get more information?

Go to www.HealthCare.gov to review the plans available in your state. Keep this notice because it has information you will need if you enroll in Marketplace coverage. You may also call 1-800-318-2596 (TTY: 1-855-889-4325).

If you are not eligible for health coverage at MSU or you are newly eligible and decide not to enroll in an MSU health plan, then the Marketplace can help you evaluate your coverage options, including your eligibility for coverage through the Marketplace and its cost. Please visit www.HealthCare.gov for more information, including an online application for health insurance coverage and contact information for a Health Insurance Marketplace in your area.

What information may I need to provide to the Marketplace?

If you decide to shop for coverage in the Marketplace, HealthCare.gov will guide you through the process.

If you decide to complete an application for coverage in the Marketplace, you will be asked to provide this information. This information is numbered to correspond to the Marketplace application.

- 3. Employer Name** – Michigan State University
- 4. Employer Identification Number** - 138-6005984A1
- 5. Employer Address** - 426 Auditorium Rd., Board of Trustees Room 450
- 6. Employer Phone Number** – 517-355-1855
- 7. City** – East Lansing
- 8. State** – Michigan
- 9. Zip** – 48824-1046
- 10. Who can we (Marketplace) contact about employee health coverage at this job?**
 - Human Resources Solutions Center
 - 1407 S. Harrison
 - East Lansing, MI 48823
 - 1-800-353-4434 or 517-353-4434
- 11. Phone Number (if different that the one in bullet 10)** – None
- 12. Email address** – Solutionscenter@hr.msu.edu

Note: Health insurance options offered through the Marketplace are not administered by MSU. MSU has no information or expertise on the specific Marketplace health insurance plans. MSU human resource representatives cannot answer specific questions concerning these options.

2: Information about Health Coverage Offered by MSU

This section contains general information about health coverage eligibility at MSU.

Categories of eligibility for health coverage offered by MSU:

- Regular support staff employed 50% or greater
- Faculty and academic staff employed 50% or greater and appointed for 9 months or longer
- Postdoctoral fellows appointed 9 months or longer
- Visiting Scholars
- Students
- Graduate Assistants

The categories listed above are general categories of eligibility under MSU's policy. Employees who may not seem to meet these qualifications may still be eligible for health coverage through MSU due to prior service and benefits-bridging rules. It is important to confirm your benefit eligibility by contacting MSU Human Resources before making a decision to pursue health insurance benefits separately through the Marketplace. To find out further if your current position meets these eligibility rules, please contact MSU Human Resources at 1-800-353-4434 or 517-353-4434.

With respect to dependents:

MSU offers coverage to the following eligible dependent categories:

- Eligible children
 - Biological sons and daughters
 - Stepchildren
 - Adopted children
- Related dependents other than eligible dependents
 - Grandchildren
 - Nieces and nephews who are not legally adopted
 - Foster children
 - Parents
- Dependents of Other Eligible Individuals

To understand the criteria for eligibility of dependents for coverage under MSU health plans, please contact MSU Human Resources at 1-800-353-4434 or 517-353-4434.

For more information about your coverage offered by MSU, please check your Summary of Benefits and Coverage (SBC) document at <https://www.hr.msu.edu/benefits/summaries/sbc/index.html> or contact MSU Human Resources at 1-800-353-4434 or 517-353-4434.

MSU is an affirmative-action, equal-opportunity employer.