



# UnitedHealthcare Benefit Services COBRA/Direct Bill Fees

<b>Client name:</b>	<b>Subscriber count:</b>	<b>Date:</b>
<b>Effective date:</b>	<b>Platform:</b>	<b>New:</b>
<b>Situs state:</b>	<b>Policy:</b>	<b>Renewal:</b>

<b>COBRA Services Included in Per Eligible Per Month Fee</b>	<b>PEPM</b>
Group Setup and Ongoing Maintenance	Included
Standard Suite of Online Reports Available On Demand	Included
New Hire Notification/General Notice	Included
COBRA Continuant Takeover	Included
Qualifying Event Notification (QEN) Mail and Enrollment Processing	Included
Monthly Premium Billing, Collection and Remittance to Client	Included
State Continuation/Extension Notification Where Applicable	Included
Administration of Non-UHC Carriers	Included
Online Open Enrollment Services	Included

<b>Optional Services</b>	
Medicare Part D Notifications	\$1 per notification
Non-Standard Programming	\$150 per hour
Customized Services (letters, correspondence)	Varies, plus postage
Mailed Open Enrollment Services (packaging and distribution of all related benefit materials as provided by the client, up to 10 pages. Fee varies for 11+ pages.)	\$8 per package plus postage \$100 minimum

The total subscriber count across all medical plans, to include outside carriers, will be collected each year and will be used for your monthly invoice through the plan year. A change in 20% or more should be reported to your COBRA Account Manager and will be reflected in your next month's invoice. UnitedHealthcare will retain the 2% administrative fee routinely charged to COBRA Continuant.

**Term and Termination:** COBRA administration is dependent on an active UnitedHealthcare policy in place. This agreement shall automatically renew with your UnitedHealthcare policy for successive periods of one (1) year unless either party provides written notice of termination to the other party no later than thirty (30) days prior to the end of the then-current term. In the event fees change, you will be provided with a new renewal quote no later than thirty (30) days prior to the end date of the then-current term.

## Services selected

**COBRA**      **Direct Bill/Retiree**

<b>Client signature</b>	<b>Date</b>	<b>Notes</b>
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