



## Bristol Management Services, Inc. Benefit Information for Exiting Employees

This summary is provided for your information only. The following information provides a general overview of your benefits as you transition. For questions regarding continuation of coverage or for any additional support, please contact Norma Cota at (949) 253-2804 or our **Bristol Management Benefits Service Center** at (844) 291-6905 or email [mybenefits@sullicurt.com](mailto:mybenefits@sullicurt.com). You will receive your COBRA qualifying event notice from our COBRA administrator, **Wex, Inc.**, shortly after your date of termination. Their customer service number is **(866) 451-3399**.

### **Bristol Management Services, Inc.**

If enrolled at your termination date, your benefits will continue through the end of the month.

**Anthem**  
Medical Plan  
Dental Plan  
**VSP**  
Vision Plan

You will receive your COBRA qualifying event notice from our COBRA administrator, Wex, Inc., shortly after your termination date. You may elect to continue on your current benefits coverage for self and/or family, through the Consolidated Omnibus Budget Reconciliation Act (COBRA). Continuation of group coverage may continue for up to 18 months.

You will receive a COBRA enrollment notice within a few weeks of termination via US Mail at your home address on file. Included in the packet will be an enrollment form and instructions on how to pay for your COBRA benefits. You will receive a monthly bill from Wex, Inc. for the duration of your COBRA benefits. You can stop your COBRA benefits at any time.

You can also contact Wex, Inc. directly to initiate your COBRA benefits approximately 2 weeks following your termination date.

Wex, Inc. COBRA Continuation Service Center:

Group #: 49629

Phone: 866.451.3399

Email: [customerservice@wexhealth.com](mailto:customerservice@wexhealth.com)

Website: [www.wexinc.com](http://www.wexinc.com)

Your COBRA premium will be based on the full monthly premium cost plus a 2% administrative fee.

**Affordable Care Act** – Medical insurance through Federally Facilitated Marketplace or CoveredCA

You may qualify for a special enrollment window for medical insurance available through the Federally Facilitated Marketplace or CoveredCA (for California employees).

For California employees, please visit [www.coveredca.com](http://www.coveredca.com) or call 800-300-1506 for further information.

For all other states, please visit [www.healthcare.gov/](http://www.healthcare.gov/) or call 800-300-1506 for more information.

**Anthem**  
Employee Assistance Program

Your coverage ends on the last day actively at work. You are eligible to continue coverage under COBRA.

**MetLife**  
Employer Paid  
Life Insurance

Your coverage ends on the last day actively at work. You have the option to convert your life insurance coverage into a new individual policy. You must apply and make your first payment within 31 days after termination of coverage or within 25 days after receiving written notice of conversion, but no more than 91 days after termination date and coincident with coverage termination. Human Resources can provide the life conversion forms upon request.

**MetLife**  
Accidental Death  
& Dismemberment

Your coverage ends on the last day actively at work. There are no conversion rights for this plan.

**MetLife**  
Voluntary Life

Your coverage ends on the last day of the month. You have the option to convert your supplemental life insurance coverage into a new individual policy, or you can port your coverage which means continue your same coverage. You must apply and make your first payment within 31 days after termination of coverage or within 25 days after receiving written notice of conversion, but no more than 91 days after termination date and coincident with coverage termination. Human Resources can provide the conversion and portability forms upon request.

**MetLife**  
Accidental Death &  
Dismemberment

Your coverage ends on the last day of the month. You have the option to port your AD&D benefits. There are no conversion rights for this plan.

**MetLife**  
Voluntary Accident  
Critical Illness  
Hospital Indemnity  
Legal

Your coverage ends on the last day of the month. You have the option to continue your accident, critical illness, hospital indemnity, and/or legal coverage. You must submit a request to MetLife within 31 days in order to continue your coverage. Please contact the Customer Service Center at 800-438-6388 to request continuation or for any questions.

**MetLife**  
Voluntary Short Term Disability

Your coverage ends on the last day actively at work.

**MetLife**  
Voluntary Long Term Disability

Your coverage ends on the last day actively at work.

**Aura**  
ID Theft

Your coverage ends on the last day of the month. You have the option to port your ID theft coverage into an individual policy. You may contact Aura at (833) 552-2123 to continue your benefits on a direct pay basis.

**Wex, Inc.**  
Flexible Spending Accounts

You may file for reimbursement for eligible expenses incurred prior to your termination date. You have 90 days from your termination date to submit for reimbursement of claims incurred prior to your termination.

**United Pet Care**  
Pet Insurance

Your coverage ends on the last day of the month. You have the option to port your United Pet Care coverage into an individual policy. You may contact United Pet Care at 877-872-8800 to continue your benefits on a direct pay basis.

**Transamerica**  
401(k)

To manage your 401(k) Retirement Plan, visit [www.ta-retirement.com](http://www.ta-retirement.com) or contact Brian Brummell at (949) 421-3532.