



QUALIFIED STATUS CHANGE INFORMATION

Generally, you cannot change the pre-tax elections you have made for JCCC health and welfare benefits after the beginning of the Benefit Plan Year (June 1-May 31). However, there are certain limited situations when you can change your elections, if you have a “Qualified Status Change”. Qualified Status Changes include:

- Your marriage or divorce,
- Your spouse’s or dependent’s death,
- A change in your eligible dependents status,
- Addition of a child through birth, adoption or placement for adoption,
- A Qualified Medical Child Support Order that requires you to provide medical coverage for a child,
- A change in employment status by you, your spouse or your dependent,
- A change in work schedule, including a reduction or increase in hours of employment, by you, your spouse or your dependent including a switch between part-time and full-time, a strike or lockout, or commencement of, or return from, an unpaid leave of absence,
- A change in the place of residence or work site by you, your spouse or your dependent,
- You and/or your family member’s becoming eligible for Medicare or Medicaid,
- Your and/or your spouse’s or your dependent’s becoming entitled to COBRA, or
- The taking of, or return from a leave under the Family Medical Leave Act of 1993 or the Uniformed Services Employment and Reemployment Rights Act of 1994.

If your spouse or your dependent child is eligible to make a change in their elections under the benefits plans sponsored by their employer during an open enrollment period, your spouse’s or dependent’s coverage under another plan changes, or the cost of coverage increases or decreases significantly, you may also change your elections.

If you have a Qualified Status Change you must notify the Benefits Department within 30 days of that change. Otherwise, you will have to wait until the next open enrollment period to make any changes. Changes to your election will become effective the first of the month following your notification to the Benefits Department **and** the receipt of the appropriate supporting documentation.

During a Benefit Plan Year you may only make a change in your elections if the change in election is consistent with a Qualified Status Change. The college or its designee shall have the exclusive authority to determine if you are entitled to revoke an existing election as a result of a Qualified Status Change and such decision shall be final and binding. Benefit election changes are consistent with a Qualified Status Change only if the college or its designee determines that the election changes are necessary or appropriate as a result of the Qualified Status Change and no change may reduce the contributions to be made for the full Benefit Plan Year to a level below the amount already paid for benefits during the Benefit Plan Year.

If you have questions regarding or need to report a Qualified Status Change please contact:

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