



Health Insurance Exchange Notice FAQs:

We're getting a lot of questions about the new notice requirement under Health Care Reform. The law requires most employers (whether or not they offer health benefits) to provide basic information about Health Insurance Exchanges to all new employees within 14 days after the hire date. Paragon has developed a sample notice to help you meet these requirements. The Sample Notice can be found by clicking [Paragon Health Exchange Sample Notice](#) a link which will take you directly to the sample notice and other forms posted on the Paragon Benefits website ([Paragon Benefits Home Page](#)) or by typing: <http://www.paragonbenefits.com/home.html> in your browser. Once you are on the Paragon Home Page, choose the navigation tab called "Important Updates and Forms."

In addition, here are some answers to these questions:

Who is subject to the notice requirement? Any employer that is subject to the Fair Labor Standards Act. This requirement applies even if the employer does not provide health benefits to its employees.

NOTE: Most employers are subject to the FLSA. If you are not sure about your Company, go to the DOL website: www.dol.gov/elaws/esa/flsa/scope/screen24.asp.

Which employees need to get the notice? The notice must be provided to ALL employees, whether or not they are eligible for coverage under your health benefits plan.

When is the notice provided? You must provide the notice to all new employees at the time of hiring. The notice must be provided no later than 14 days after the hire date.

What information does the notice have to include? You must inform employees about the existence of the Exchanges, a description of the services provided by the Exchange, and contact information. The notice must also tell employees that, if they purchase coverage on the Exchange, they (1) may be eligible for a premium tax credit, (2) may lose any employer contribution toward employer-provided coverage, and (3) will have to pay for Exchange coverage on an after-tax basis.

Is there a model notice? The Department of Labor has published a model notice that provides the required information. The model can be found at the Department's website at the link below. However, the DOL's model notice requires you to customize the notice in a way that is not required under the statute. Paragon has developed an alternative notice that provides the required information but does not require you to customize the notice (other than by inserting contact information for employees who have questions.) This notice can be found at [INSERT LINK TO NOTICE ON WEBSITE]

The DOL model notice for employers that sponsor a health plan can be found here: <http://www.dol.gov/ebsa/pdf/FLSAwithplans.pdf>

For employers that do not offer a health plan, the DOL model notice is here: <http://www.dol.gov/ebsa/pdf/FLSAwithoutplans.pdf>