

Institute for Medical Research, Inc.	Policy on Health Insurance	No.	307
		Effective Date	4/14/09
		Revision Date	11/4/10
		Final Approval	Approved by IMR Board of Directors: 11/4/10

Purpose

To establish IMR's policy on health insurance.

Scope

IMR Employees and Investigators

Policy

IMR's health insurance plan provides employees and their dependents access to medical insurance benefits. Employees in the following employment categories are eligible to participate in the health insurance plan:

- * Regular full-time employees
- * Regular part-time employees (working at least 30 hours per week)

Details of the health insurance plan are described in the Summary Plan Description (SPD). A SPD and information on cost of coverage will be provided in advance of enrollment to eligible employees.

Eligible employees may participate in the health insurance plan subject to all terms and conditions of the agreement between IMR and the insurance carrier.

Health Benefits Continuation

A change in employment categories that would result in loss of eligibility to participate in the health insurance plan may qualify an employee for benefits continuation under the Consolidate Omnibus Budget Reconciliation Act (COBRA).

The federal Consolidated Omnibus Budget Reconciliation Act (COBRA) gives employees and their qualified beneficiaries the opportunity to continue health insurance coverage under IMR's health plan when a "qualifying event" would normally result in the loss of eligibility. Some common qualifying events are resignation, termination of employment, death of an employee, a reduction in an employee's hours or a leave of absence, an employee's divorce or legal separation, and a dependent child no longer meeting eligibility requirements.

Under COBRA, the employee or beneficiary pays the full cost of coverage at IMR's group rates plus an administrative fee. IMR provides each eligible employee with a written notice describing rights granted under COBRA when the employee becomes eligible for coverage under IMR's health insurance plan. The notice contains important information about the employee's rights and obligations.