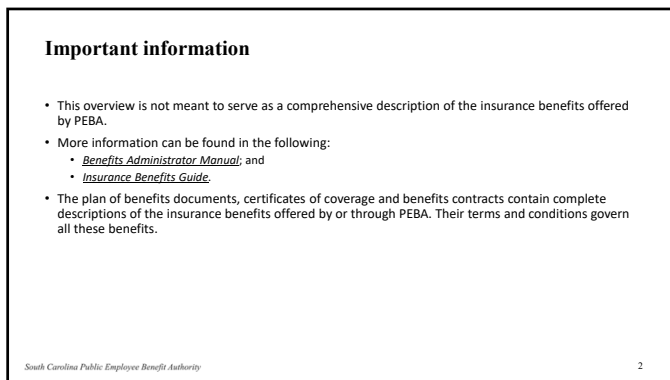
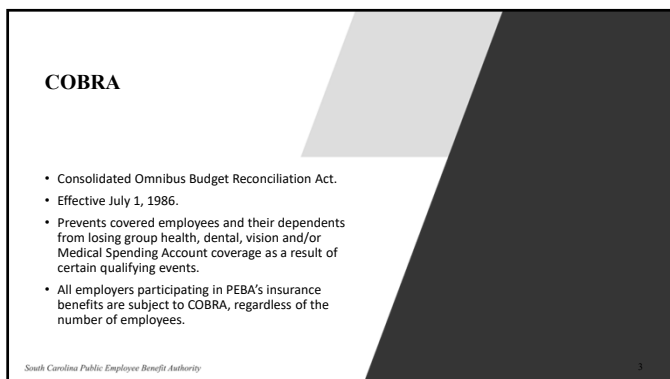




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Benefits administrator responsibilities

- Make eligible subscribers¹ and dependents aware of their COBRA rights and responsibilities.
- Offer COBRA coverage to qualified beneficiaries.
- Retain complete copies of all notices.

¹Employees who do not meet insurance eligibility requirements for insurance benefits are not eligible for COBRA.
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COBRA documents

- Available online at peba.sc.gov/forms.
 - [COBRA Notice of Election](#) form.
 - [COBRA sample initial instruction sheet and notification letter](#) (for all gains of coverage).
 - [COBRA sample 18-month instruction sheet and notification letter](#).
 - [COBRA sample 36-month instruction sheet and notification letter](#).
 - [Notice of COBRA Qualifying Event](#).
 - [COBRA Ineligibility Form for Dependents](#).
 - [Notice to Extend COBRA Continuation Coverage](#).
 - [Notice to Terminate COBRA Continuation Coverage](#).
- [COBRA premiums](#).
- Review the instruction sheets carefully, as they include detailed and important information about the notification letters.

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Disclaimer

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