


Title: Allowable mid-year termination for an employer group

SEBB Program Administrative Policy 90-1

Contact:	Policy and Rules Coordinator, ERB Division	Effective:	January 1, 2025
Associated RCW:	41.05.083 41.05.740 (6)(d)	Owner:	Policy, Rules, & Compliance Manager, ERB Division
Associated PEB/SEB Board Policy Resolutions:		Approved by:	
Associated WAC:	182-30-020 182-30-215(4)	Position:	Director of the SEBB Program
Assoc. fed law/reg:		Date approved:	August 19, 2024
Associated Forms & Communication	Interlocal Agreement between HCA and Employer Group		

Purpose:

This policy clarifies when an employer group may terminate their participation in School Employees Benefits Board (SEBB) insurance coverage mid-year.

WAC 182-30-215(4) The employer group must maintain participation in SEBB insurance coverage for at least one full year. An employer group may only end participation at the end of a plan year unless the authority approves a mid-year termination. To end participation, an employer group must provide written notice to the SEBB program at least 60 days before the requested termination date. If an employer group terminates participation in SEBB insurance coverage, they must:

- (a) Notify all their school employees and dependents who are enrolled in SEBB insurance coverage 45 days prior to the employer group's date of termination; and
- (b) Retirees enrolled in PEBB retiree insurance coverage must be notified 45 days prior to the employer group's date of termination.

Policy:

1. The SEBB plan year ends December 31 of each year.
2. The authority will consider, but not limit, requests for a mid-year termination if the request meets one of the following criteria and is received within the required timeframe:
 - a. An employer group requests to end participation as of the end of their fiscal year.
 - b. An employer group requests to end participation for a collective bargaining unit effective the date of the bargaining unit agreement.
3. Coverage will be terminated prospectively the first of the month following the agreement.