

Compliance Quick Reference Checklist

This Quick Reference Checklist illustrates basic group health and pension plan reporting and disclosure responsibilities required under ERISA - the Employee Retirement Security Act of 1977, as well as other Federal mandates.

ERISA Basic Notices and Filing Requirements

- Plan Documents*
- Section 125 Cafeteria Plan Document*
- Summary Plan Description (SPD)*
- Summary of Material Modification (SMM)*
- Summary of Material Reduction in Covered Services or Benefits*
- Form 5500 & Schedules*
- Summary Annual Report (SAR)*
- Section 404(c) Plan Disclosures*
- Qualified Domestic Relations Order (QDRO) Notice*
- Contribution Arrangement Notice*

ACA Required Notices and Filings

- Summary of Benefits and Coverage (SBC) and Uniform Glossary*
- Notice of Modification*
- Notice of Rescission of Coverage*
- Notice Regarding Availability of Health Insurance Exchanges*
- Disclosure of Grandfather Status*
- Notice of Patient Protections*
- Notices Related to Benefit Claims*
- §6056 Health Insurance Coverage Reporting*
- Patient-Centered Outcomes Research Institute (PCORI) Fees*

COBRA Required Notices

- Initial Notice of COBRA Rights*
- Notice of Qualifying Event*
- COBRA Election Notice*
- Notice of Unavailability of COBRA Coverage*
- Notice of Underpayment of COBRA Premium*
- Notice of Early Termination of COBRA Coverage*

HIPAA Rules & Required Notices

- Notice of Special Enrollment Rights*
- Wellness Program Disclosure*
- Discrimination Rules and Testing*
- Notice of Privacy Practices for Protected Health Information*
- Notice of Breach of Unsecured Protected Health Information*

Special Health Care Notices

- Women's Health and Cancer Rights Act (WHCRA) Notices*
- Mental Health Parity and Addiction Equity Act Disclosure*
- Employer CHIP Notice*
- Michelle's Law Notice*
- Notice Regarding Newborns' and Mothers' Health Protection Act (NMHPA)*
- Medical Child Support Order Notices*
- National Medical Support Notice*

Medicare Notices

- Medicare Part D Notice to Eligible Individuals*
- Medicare Part D Creditable Coverage Disclosure Notices*
- Medicare Section 111 Reporting*