

Employer Coverage Tool

Use this worksheet to help you gather information about employers that offer traditional health coverage to anyone on your Marketplace application. Complete one form for each employer that offers coverage. You'll need this information to complete the application, even if no one enrolls in coverage through their job (or the job of another person, like a spouse or parent).

Look at the notice from the employer for the information you need to complete your Marketplace application. Visit [HealthCare.gov/job-based-help](https://www.healthcare.gov/job-based-help) to learn more.

Employee information

Fill in for the **employee** who's offered job-based health coverage.

1. Employee name (First, Middle, Last)	2. Employee Social Security Number (SSN)
<input type="text"/>	<input type="text"/> - <input type="text"/> - <input type="text"/>

3. List the first and last names of each person in the employee's household and tell us if they could get health coverage through the employer named in box 4 below, even if they're not currently enrolled. Only list household members who the employee plans to include on their federal income tax return.

Name	Eligible for health coverage through this employer?
<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No
<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No
<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No
<input type="text"/>	<input type="radio"/> Yes <input type="radio"/> No

Employer information

You can ask the **employer** to fill out these items.

4. Employer name		
<input type="text"/>		
5. Person or department we can contact for information about any coverage offered		
<input type="text"/>		
6. Employer address (the Marketplace may send notices to this address)		
<input type="text"/>		
7. City	8. State	9. ZIP code
<input type="text"/>	<input type="text"/>	<input type="text"/>
10. Employer contact phone number	11. Employer contact email address	12. Employer Identification Number (EIN)
(<input type="text"/>) <input type="text"/> - <input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>

Tell us about the health coverage offered by this employer.

13. Do the plans offered by the employer meet the minimum value standard? A health plan meets the minimum value standard if it pays at least 60% of the total cost of medical services for a standard population and offers substantial coverage of hospital and doctor services. Most job-based plans meet the minimum value standard.

- YES** (Go to question 14.) **NO** (STOP and return this form to employee.)
 The employer offers plans that meet the minimum value standard to only the employee.

14. How much would the employee pay for themselves for the lowest-cost plan that meets the minimum value standard? Don't include family plans.

- a. Employee would pay this premium: \$ _____
b. Employee would pay this amount: Weekly Every 2 weeks Twice a month Monthly Quarterly Yearly

15. **If other household members are listed for question 3:** How much would the employee pay for the lowest-cost plan that covers the employee and the household members listed in question 3? If the employer offers wellness programs, enter the premium that the employee would pay if the employee got the maximum discount for any tobacco cessation programs and didn't get any other discounts based on wellness programs.

- a. Employee would pay this premium: \$ _____
b. Employee would pay this amount: Weekly Every 2 weeks Twice a month Monthly Quarterly Yearly

16. When is Open Enrollment?: _____

17. Can Employer coverage be dropped mid-plan year? _____

18. Please attach health coverage/plan benefits.

You have the right to get Marketplace information in an accessible format, like large print, Braille, or audio.

You also have the right to file a complaint if you feel you've been discriminated against.

Visit [CMS.gov/about-cms/agency-information/aboutwebsite/cmsnondiscriminationnotice](https://www.cms.gov/about-cms/agency-information/aboutwebsite/cmsnondiscriminationnotice),
or call the Marketplace Call Center at 1-800-318-2596 for more information. TTY users can call 1-855-889-4325.

Health Insurance Marketplace

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