



ANDREW M. CUOMO  
GOVERNOR

STATE OF NEW YORK  
DEPARTMENT OF CIVIL SERVICE  
ALBANY, NEW YORK 12239  
[www.cs.ny.gov](http://www.cs.ny.gov)

JERRY BOONE  
COMMISSIONER

**SEHP14-17**

**To:** Student Employee Health Plan Health Benefits Administrators  
**From:** Employee Benefits Division  
**Subject:** *2015 Summary of Benefits and Coverage (SBC)*  
**Date:** December 16, 2014

The Patient Protection and Affordable Care Act (PPACA) requires all insurance plans to make a *Summary of Benefits and Coverage (SBC)* available to employees who are enrolled in benefits or who are eligible for benefits and their eligible dependents. Current enrollees will be notified via annual mailings, including the rate notification for 2015, that the *Summary of Benefits and Coverage* and *Uniform Glossary* are available online, at <https://www.cs.ny.gov/sbc/sehp/index.cfm>. Employees who do not have internet access may call 1-877-7-NYSHIP (1-877-769-7447) and select the Medical Program to request a copy of the SBC for the Student Employee Health Plan. The 2015 SEHP *At A Glance* publication, which provides a comprehensive summary of benefits for the coming year, will be sent to enrollees in December.

For an explanation of what the *Summary of Benefits and Coverage* is, please refer to memo [SEHP12-9](#).

**Important:** Employees who are newly eligible for enrollment in NYSHIP must receive a copy of the attached notice at the time you provide NYSHIP enrollment information and no later than the first day the employee is in a benefits eligible position. In addition, the notice must be made available when a previously eligible employee is enrolling in NYSHIP or when an enrollee is seeking an option change outside of the option transfer period, e.g. because of a qualifying event.

**Attachment**