

## **Important Information about Your M/C Life Insurance Policy and the COVID-19 Pandemic**

The New York Department of Financial Services (NYDFS) released emergency regulations to help covered individuals who are facing financial hardship due to the COVID-19 pandemic.

### **What you need to know**

- If you are facing financial hardship as a result of the COVID-19 pandemic and overdue on life insurance premium payments, you will have a grace period of 90-days before the policy is cancelled.<sup>1</sup>
- If you have received a notice of overdue payment from the Employee Benefits Division, you can write to the Employee Benefits Division to attest to financial hardship related to the COVID-19 pandemic to avoid cancellation. Premiums not paid during the grace period are temporarily delayed but must be paid at a later date. You will be able to request to pay this premium over a 12-month period<sup>2</sup>. If you do not write to the Employee Benefits Division swearing or affirming in writing that you are experiencing a financial hardship due to the COVID-19 pandemic, your policy will be cancelled once the normal grace period ends.
- If regular premium payment does not resume after the 90-day grace period, the policy will be cancelled.
- We will not impose any late fees or report you to a credit reporting agency or a debt collection agency regarding late premium payments due to financial hardship as a result of the COVID-19 pandemic.
- Deadlines to exercise any rights or benefits under your certificate have been extended to 90 days as a result of the COVID-19 pandemic, such as deadlines for enrollment and exercising conversion rights. MetLife and the Employee Benefits Division will automatically apply this extension; you do not need to contact us.
- When writing to EBD please provide a statement where you swear or affirm in under penalty of perjury that you are experiencing financial hardship as a result of the COVID-19 pandemic. Your letter must also request the repayment of overdue premiums over a 12-month period.

### **If you need help**

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<sup>1</sup> These grace periods and rights are currently in effect but are temporary.

<sup>2</sup> If your policy was cancelled due to non-payment prior to March 29, 2020, the policy will remain cancelled and no option to repay overdue premiums will be provided. Billing notices showing a past due balance and the policy was still in force as of March 30, 2020 will now have a grace period of 90 days, measured from the initial premium due date.

If you are experiencing financial hardship due to the COVID-19 pandemic and need to arrange a repayment plan, please write to the Employee Benefits Division at:

DEPARTMENT OF CIVIL SERVICE  
EMPLOYEE BENEFITS DIVISION  
M/C LIFE INSURANCE UNIT  
ALBANY, NY 12239

A copy of the Executive Order and Regulations can be found at:

- <https://www.governor.ny.gov/news/no-20213-continuing-temporary-suspension-and-modification-laws-relating-disaster-emergency>
- [https://www.dfs.ny.gov/system/files/documents/2020/03/re\\_consolidated\\_amend\\_pt\\_405\\_27\\_a\\_27c\\_new\\_216\\_text.pdf](https://www.dfs.ny.gov/system/files/documents/2020/03/re_consolidated_amend_pt_405_27_a_27c_new_216_text.pdf)