

End of Domestic Partnership

Employee has 30 days to enroll and make changes to benefits (including domestic partner's children).

Note: The UW System Service Center will NOT send a COBRA letter for domestic partnership terminations that are effective 1/1/2018 or later.

Benefit Plan	Guidelines	Comments	Action Institution Should Take
Individual & Family Life Insurance	<p>Coverage for ex-domestic partner and partner's children ends on the date the domestic partnership is terminated.</p> <p>Ex-domestic partner/partner's children may convert to an individual policy by submitting conversion application to Securian within 31 days of coverage end date.</p>	<p>Employee should fill out an application to remove Spouse/Domestic Partner coverage.</p> <p>If employee has no other children to cover, employee should fill out an application to terminate Child coverage.</p> <p>If not notified in a timely manner, premiums for Spouse/Domestic Partner/Child coverage may be refunded for no more than the previous twelve months.</p>	<p>Provide conversion application when notified of domestic partnership termination.</p> <p>If terminating Spouse/Domestic Partner and/or Child coverage:</p> <p><u>ADM Event:</u> 1st of the month on or after domestic partnership is terminated.</p> <p>Remind employee to review beneficiary designation.</p>
Accidental Death & Dismemberment (AD&D) Insurance	<p>Coverage for ex-domestic partner and partner's children ends on the date the domestic partnership is terminated.</p> <p>Ex-domestic partner/partner's children may convert to an individual policy by contacting Zurich American Insurance Co. at 1-800-834-1959 within 60 days of coverage end date.</p> <p>Employee may add/change/cancel coverage at any time.</p>	<p>If not notified in a timely manner, premiums for Family coverage may be refunded (if dependent(s) is last eligible dependent and employee is only eligible for Employee Only coverage due to dependents' loss of eligibility).</p>	<p>Provide conversion bulletin when notified of domestic partnership termination.</p> <p><u>ADM Event:</u> 1st of the month on or after receipt of application.</p> <p>Remind employee to review beneficiary designation.</p>
Flexible Spending Account (FSA)	<p>Health Care FSA/ Limited Purpose FSA:</p> <ul style="list-style-type: none"> Employee may decrease or cease election due to the loss of dependent(s). <p>Dependent Care FSA:</p> <ul style="list-style-type: none"> Employee may decrease or cease election if employee lost dependents. 	<p>Employee must submit Change of Election form within 30 days of termination of domestic partnership to change elections.</p> <p>Employee may only make changes to account IF domestic partner or domestic partner's children qualified for employee's FSA plan according to IRS rules.</p>	<p>FSA Event: 1st of the month on or after domestic partnership is terminated.</p>
Health Savings Account (HSA)	<p>May add/change/cancel contributions at any time.</p>	<p>May no longer claim ex-domestic partner's or partner's children's medical expenses.</p>	<p>FSA Event: 1st day of the payroll where change becomes effective.</p>

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Wisconsin Retirement System (WRS)	WRS account can be included in termination of domestic partnership settlement. Only applicable if employee had established a Chapter 40 Domestic Partner.	N/A	Remind employee to review beneficiary designation. (Same as State Group Life Insurance)
UW Tax-Sheltered Annuity (TSA) 403(b) Program	Terminating a domestic partnership does not impact TSA or WDC enrollment.	N/A	SAV Event: 1 st day of the payroll where the change becomes effective.
Wisconsin Deferred Compensation (WDC)	May add/change/cancel election at any time.		Remind employee to review beneficiary designation.
W-4	N/A	The employee may wish to review their W-4 withholding allowances and make adjustments as needed.	If employee wants to change withholding allowances, effective date is the first day of the pay period the new withholding starts.
State Group Health Insurance	<p>These plans do not provide coverage for domestic partners. Therefore, no action is needed for these plans due to terminating a domestic partnership.</p> <p>However, it is recommended that administrators review all benefit plans with employees and to remind them to update beneficiary designation forms (if applicable) as necessary.</p>		
Supplemental Dental Insurance (Delta Dental)			
Preventive Dental Insurance (Delta Dental)			
Vision Insurance (VSP)			
Income Continuation Insurance (ICI)			
UW Employees, Inc. Life Insurance			
University Insurance Assoc. (UIA) Life Insurance			
Accident Insurance			