



Lebanon R-III School District

224 W. Commercial St. • Lebanon, MO 65536 • www.lebanon.k12.mo.us • 417. 657.6001

SPECIAL ENROLLMENT NOTICE TO EMPLOYEES ELIGIBLE FOR GROUP HEALTH INSURANCE:

If you are declining enrollment for yourself or your dependents (including your spouse) because of other health insurance, such as a state assistance plan, or group health plan coverage, you may be able to enroll yourself and your dependents in this plan if you or your dependents lose eligibility for that other coverage (or if the employer stops contributing toward your or your dependents' other coverage). However, you must request enrollment within 30 days after your or your dependents' other coverage ends (or after the employer stops contributing toward the other coverage).

In addition, if you have a new dependent as a result of marriage, birth, adoption, or placement for adoption, you may be able to enroll yourself and your dependents. However, you must request enrollment within 30 days after the marriage, birth, adoption, or placement for adoption.

To request special enrollment or obtain more information, contact Kim Clark, Benefits Coordinator at 417-657-6110.