



NORTH CAROLINA Office of *State Human Resources*



NCFlex Employee Session – Continuation Options and Life Events

June 2025

Agenda

- What are NCFlex benefits and when do they end
- COBRA vs. Portability
- Flexible Spending Accounts – what happens to them?
- Making changes to NCFlex Plans
- Life Events
- Resources

What Benefits do you have?

- Be aware of the benefits you have and through who

- Medical is State Health Plan

On Benefits
Enrollment Platform

- You may have post-tax plans through your employer (check with HR)

- NCFlex benefits include the following:

- Health Care FSA or Dependent Day Care FSA (P&A Group)

- Accident, Term Life*, AD&D* and Critical Illness (Voya)

- Cancer (Allstate)

- Dental (MetLife)

- Vision (EyeMed)

- Disability* (The Standard)

- TRICARE Supplement (Selman & Company)

*non-university employees only

Typically, Not on
Enrollment Platform

On Benefits
Enrollment Platform

When do Benefits End as an Employee?

- NCFlex benefits:
 - End of the month you leave employment – as long as there is enough money to take a premium.
- State Health Plan:
 - End of the month you leave employment OR end of the next month, depends on your date of separation – check with Human Resources.
- Employer sponsored benefits – check with Human Resources

COBRA vs. Portability

- COBRA Coverage:

- Stands for: The Consolidated Omnibus Budget Reconciliation Act of 1986
- Applies to health plans: Medical, Dental, Vision, and Health Care FSA
- Allows you and your dependents to continue current coverages for a specific period when you or your dependents are enrolled, and coverage is lost due to a qualifying event. You must pay the required cost of coverage.
- Cost is contracted rate (post-tax). For HCFSA, a 2% fee is also added.

- Portability

- If you meet eligibility requirements, such as age, you and your dependents can move current coverage directly under vendor, paying them going forward.
- Applies to Accident*, Cancer*, Critical Illness*, Term Life, Voluntary AD&D, and TRICARE Supplement*.
- *Cost for these products is same as you are paying as an employee.

COBRA Periods

The following charts show the coverage provisions — **except for the duration of coverage for the HCFSA, which can only be continued to end of the plan year.**

Qualifying Event	Qualified Beneficiaries Who May Continue Coverage	Duration of Coverage
You retire or your employment ends for any reason other than gross misconduct	Yourself, spouse, dependent children	Up to 18 months
During the first 60 days of COBRA coverage the employee or his/her dependent becomes disabled under the Social Security Act	Yourself, spouse, dependent children	Up to 29 months; months 1-18, 102% of premium; months 19-29, 150% of premium
You divorce or legally separate	Ex-spouse and/or dependent children	Up to 36 months from initial qualifying event
Your dependent children lose eligibility	Dependent children	Up to 36 months from initial qualifying event
You become covered by Medicare	Spouse and/or dependent children	Up to 36 months from initial qualifying event
You pass away	Spouse and/or dependent children	Up to 36 months from initial qualifying event

Porting Age Restrictions

- Accident Plan, Critical Illness and Term Life*
 - Portability must be elected prior to age 70
 - For Term Life, conversion is also available
 - For Term Life, after age 70, conversion is the only option
- Benefit After Age 75 – Term Life* and Voluntary AD&D*
 - The amount of coverage will decrease to 50% when you turn age 75 (your spouse's coverage will also decrease upon you turning age 75). Coverage cannot be increased once coverage is reduced due to age.

*non-university employees only

Continuing Flexible Spending Accounts

- Health Care FSA COBRA
 - Can be continued after separation through the end of the plan year
 - Continuation is on a post-tax basis and includes a 2% fee
 - Gives you more time to use your funds
- Health Care FSA – Not continued through COBRA
 - Money not used that was contributed is lost
 - Ex. You retire 8/1/25, you elected \$1200 for the year and have now contributed \$700, but have only used \$500 – the other \$200 is lost unless you file a claim before the filing deadline (more on next slide)
 - Money used above what was contributed is not owed back to the plan
 - Ex. You retire 8/1/25, you elected \$1200 for the year and have contributed \$700, but you've used \$1200 – the additional \$500 is not owed back to the plan.

Continuing Flexible Spending Accounts (cont.)

- Claims must be dated on or before the end of the month you last worked (or last premium was taken) – you still have until the filing deadline of the plan to file claims.
 - Ex. 2025 filing deadline is 3/31/26, so if you retire 8/1/25, claims must be dated on or before 7/31/25, and you have until 3/31/26 to file those claims.
- Dependent Day Care FSA
 - Contributions cannot be continued after separation
 - However, participants can continue filing claims on the money already contributed prior to separating – through the end of the plan year. Claims will need to be submitted to the vendor by the filing deadline.

More Information on Continuation

- Go to www.ncflex.org and click:

NCFlex Resources for New
Employees

NCFlex Continuation
Options at Separation of
Employment

Qualifying Life Events

Making Changes to NCFlex Plans

- You can enroll in NCFlex plans:
 - As a New Hire/Newly eligible or
 - At Open Enrollment each year (October 13 - 31 for the 2026 plan year).
- Outside of these two occurrences, changes can be made when you experience a Qualifying Life Event.
 - You have 30 days from the day of the event to make a change.
 - Changes are effective the 1st of the following month from your life event.
 - Changes made must be consistent with the life event – certain rules apply to changes that are allowed.

Making Changes to NCFlex Plans (cont.)

- All Flexible Spending Account election increases or decreases are still subject to the plan year maximums and minimums as mentioned in the employee Enrollment Guide.
 - New amounts cannot go below what has been contributed to the plan or reimbursed by the plan.
- Changes that may be allowed: adding plans, removing plans, adding or removing dependents, increasing or decreasing coverage amounts (such as Term Life*).
- *Evidence of Insurability may be required
- Changes not allowed: moving between plan tiers. Ex. Changing from low to high dental, basic to enhanced vision, or high to premium cancer plan.
 - Exception – if you are enrolled in Core Vision and need to add dependents.

Life Events

- Marriage
- Birth, Adoption, Legal Custody or Guardianship
- Death of a Dependent
- Divorce or Legal Separation
- Loss of other coverage
- Now eligible for other coverage
- Leave of Absence and Return from Leave of Absence
- Military Leave
- Reduction in Hours
- Dependent Day Care Change

Benefit Changes - Documentation

- For most life events, you will need to upload documentation within 30 days showing proof of that event
- For information on documentation required by NCFlex, visit <https://oshr.nc.gov/state-employee-resources/benefits/ncflex/qualifying-life-events> and click **“NCFlex Required Documentation for Qualifying Life Events”**
- For information on documentation required by the State Health Plan, visit <https://www.shpnc.org/ebenefits>, scroll down and click **“List of Required Documentation for Dependent Eligibility”**
 - The State Health Plan also requires you to verify your dependents, if adding to your plan
- Documentation for both plans (NCFlex and SHP) typically follow the same rules

How to Make NCFlex Benefit Changes

- Log into your enrollment platform
 - <https://www.shpnc.org/ebenefits> and choose your location
 - University employees have two platforms, one for State Health Plan and one for NCFlex Benefits
- University employees will need to log into the Emyrean platform for NCFlex plan changes due to a QLE
 - University employee Step-by-Step Enrollment Guide for COMPASS (page 9 is for a QLE):
<https://myapps.northcarolina.edu/hr/download/588/system-group-life-insurance/12282/employee-stepbystep-enrollment-guide-for-compass.pdf>

How to Make Benefit Changes cont.

- On eBenefits, the first screen will ask if you've experienced a life change, click "Get Started"

If you've experienced a qualifying life event, such as having a baby or getting married, and would like to edit your benefit elections, we are here to help. Remember, you have 30 days from the date of a qualifying life event to make changes to your benefit elections.

[Show more](#)

[Get Started >](#)

- For University employees, on Empyrean (for NCFlex benefits), you will choose "CHANGE YOUR CURRENT BENEFITS" on the first screen.

How to Make Benefit Changes cont.

- On the next screen (for eBenefits) you will be asked the reason for your change and the date of the life event, and will be shown benefits you are able to change with that event

Did you recently experience a life event?

Life events are significant moments (e.g. birth of a child) that might require you to make a change to your benefits. A life event is often, but not always, required to make changes to most benefits.

Select a Life Event

The life event you select will help determine which benefits can be edited.

Select reason for change *

Birth

Enter the date of this life event *

Birth allows changes to only these benefits:

Medical	NCFlex Health Care FSA	NCFlex Dependent Day Care FSA
NCFlex Accident Plan	NCFlex Cancer	NCFlex Critical Illness
NCFlex Dental	NCFlex Vision	NCFlex Group Term Life
NCFlex Spouse Group Term Life	NCFlex Child Group Term Life	NCFlex Core AD&D
NCFlex Voluntary AD&D	Voluntary Disability	NCFlex Tricare Supplement

For most life events, plan changes will be effective the 1st of the month following the life event.

For birth or adoption, most plans will be effective on the date of birth/adoption.

How to Make Benefit Changes cont.

- For University employees in Empyrean, you will be asked for your event:



Family Status Change

You are able to make certain changes to your benefits if you have experienced a family status change (also known as a qualified life status change).

If you need to process a 'Death of a Child' or 'Death of a Spouse' event, please contact the University of North Carolina Benefits Service Center by calling 833-862-1490.

Select the appropriate family status change, and then click **SAVE AND CONTINUE**.

- | | |
|--|--|
| <input type="radio"/> BIRTH/ADOPTION/PLACEMENT FOR ADOPTION | |
| <input type="radio"/> DEATH OF A CHILD | |
| <input type="radio"/> DEATH OF A SPOUSE | |
| <input type="radio"/> DIVORCE/LEGAL SEPARATION | |
| <input type="radio"/> GAIN ELIGIBILITY UNDER ANOTHER EMPLOYER | |
| <input type="radio"/> GO ON UNPAID LEAVE | |
| <input type="radio"/> LOSS OF OTHER COVERAGE | |
| <input type="radio"/> MARRIAGE | |
| <input type="radio"/> PURCHASE OF A HOME | |
| <input type="radio"/> RETURN FROM UNPAID LEAVE | |
| <input type="radio"/> RETURN FROM UNPAID LEAVE WITHIN 6 MONTHS | |

For most life events, plan changes will be effective the 1st of the month following the life event.

For birth or adoption, most plans will be effective on the date of birth/adoption.

NCFlex Resources

- Website – www.ncflex.org
 - Flyer on Continuation Options at Separation of Employment
 - Individual Plan pages with certificates, contacts for vendors, and more
- Email - ncflex@nc.gov
- Enrollment Platform:
 - EBenefits (Benefitfocus): 855-859-0966
 - UNC (Empyrean): 833-862-1490
- If Retiring or Separating due to Disability (through TSERS), benefits will be offered to you through:
 - www.ncretiree.com
 - www.ncrgea.com
 - www.seanc.org

Questions?