



e-Alert – DOL Releases Updated Model CHIP Notice

Background

The Department of Labor (DOL) has released an updated Children's Health Insurance Program (CHIP) model notice for employers, who must provide this notice to their employees. Updated twice a year, this notice describes eligibility for assistance under Medicaid or CHIP, includes contact information for state agencies, and explains how to apply for premium assistance. The notice can be downloaded [here](#).

What employers need to know

Employers that provide health insurance in states with premium assistance from Medicaid or CHIP must furnish employees with this notice **annually, before the start of the benefit plan year**. They can distribute this notice independently or concurrently with other materials that notify employees of their health plan eligibility, materials connected to open enrollment, or with a Summary Plan Description (SPD).

Next steps for employers

- Make sure you have the most up-to-date notice available and provide it to your employees before the start of the benefits plan year.
- Our current ADP Workforce Now Payroll clients do not have to take any action as we will update these forms on your portal automatically.
- If you are a Payroll client using the ADP RUN system, you will need to continue to use paper forms, and we will update your paper new hire kits on the ShareFile portal.

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