BENEFITS PREMIUMS WHILE ON FMLA/SICK LEAVE

You are receiving this notice because you have recently requested information on FMLA and sick leave.

While you are using paid sick or vacation leave and receiving pay checks from the College, your benefits premiums will continue to be deducted from your pay check.

If you are uncompensated and are no longer receiving pay from the College, you are responsible for payment of health and other benefit premiums to Georgia Perimeter College because the premiums cannot be deducted from your paycheck.

You will receive an invoice for your benefit premiums each month. Invoices are due and payable to Georgia Perimeter College upon receipt and must be paid by the 25th of the month. However, you may pay for your premiums in advance if you wish.

Paying your benefits on a timely basis is very important in order to maintain continued benefit coverage. Failure to remit payment by the 25th of the month may result in the termination of your benefits. Once benefits are terminated, you are not eligible to re-enroll in benefits until you return to work. When you return to work, you will also be required to pay any unpaid premiums. If you do not return to work, you will be ineligible to re-enroll in benefits through Georgia Perimeter College. You will also be ineligible for retiree medical benefits and continuation of benefits through COBRA.

You may contact Kameka Houston at 678-891-2549 if you have questions or if you would like to pay your benefits premiums in advance.