# COBRA/Retiree/LOA Services

Servicing your direct billed participants can be a source of confusion and stress. For these reasons, we provide you and your employees the tools and resources to have these populations managed properly.

The comprehensive approach followed by Baker Tilly Vantagen is designed to assist you with the administrative duties associated with the COBRA, retiree and on leave employee groups to ensure timely, accurate services.

#### COBRA, Retiree and On Leave Services Highlights:

- > Direct monthly invoicing to participants eliminates "gray areas" when it comes to payment responsibilities and process
- > Online account access for the employer and participants
- > Electronic payment options (credit card, direct debit)
- > Toll-free employee and HR support
- > Specialized and automatic participant-level communications including initial notices, annual enrollment notices, and notifications for terminations and/or changes in coverage

## Additional COBRA Highlights:

- > Full carrier eligibility management
- > Multiple employer data exchange options, including direct web entry

## Additional Retiree Highlights:

- > Payment coordination with pension providers
- > Client premium reconciliation

# Additional On-leave Direct Billing Highlights:

- > Eligibility management in accordance with LOA rules and client policies
- > Billing based pay period schedules



Pennsylvania Office 1200 Abington Executive Park | Clarks Summit, PA 18411 P: 570.586.0480 | F: 866.406.6946

New York Office One Penn Plaza, Suite 3000 | New York, NY 10119 P: 646.375.3829 | F: 888.264.9617

## Who We Are

Baker Tilly Vantagen is a visionary Human Resources firm - a business partner that balances people, technology and strategy to create a high-touch client experience. Baker Tilly Vantagen has been providing complete employee benefits administration and human resources consulting services to clients representing a variety of industries for over 18 years.

## What We Do

- > Online Enrollment
- > Eligibility Management
- > Communications/Fulfillment
- > FSA/HRA/HSA/Commuter Benefits Administration
- COBRA/Retiree/LOA Administration
- > Learning & Development
- Compensation Analysis
- > Total Rewards Statements
- Compliance (Federal and State)
- > Executive Search

## Who We Serve

Baker Tilly Vantagen shares the service delivery experience with employers maintaining U.S. operations in all states, as well as Canada and Puerto Rico. The industries these employers represent are diverse.



## Who To Contact



Nicole Olszyk
Manager, Participant Services
O: 570.319.3780
nicole.olszyk@bakertilly.com



Kimberly Duffy-Wylam
President, Managing Partner
O: 570.319.3701
kim.wylam@bakertilly.com