City of Providence
Opt Out Form

Completed forms and proof of alternate coverage must be submitted to the Benefits Department via email to benefits@providenceri.gov, fax to (401) 680-5457 or interoffice mail to Benefits Department – City Hall by June 30, 2019.

I, _____,
(EMPLOYEE NAME – please print)

Hereby certify that I have alternate health and/or dental coverage and request to receive a cash payment from the City of Providence in lieu of health and/or dental coverage for the period of **July 1, 2019 to June 30, 2020.**

I understand that should I lose my alternate coverage after declining City coverage, I will be re-enrolled in the City plan the first of the month following my notification to the City. **If I opt back into City benefits midyear, it must be as a result of loss of other coverage, and I will not receive partial year payment.**

I recognize that I will not be eligible for this cash payment unless my request is approved by Margaret M. Wingate, Deputy Director of Human Resources - Benefits.

I understand that my alternate coverage must be equivalent coverage to that provided by the City and that my alternate coverage cannot be coverage provided by the City.

I hereby decline the following coverage and elect the cash payment, which shall be paid in **July 2020: (check all that apply)**

☐	Healthcare Individual Coverage	$ 750.00
☐	Healthcare Family Coverage	$1,500.00
☐	Dental Individual Coverage	$ 250.00
☐	Dental Family Coverage	$ 500.00

As evidence of alternative coverage, I hereby attach a copy of my alternative coverage card or plan.

SIGNATURE **DATE**

Office Use Only

Approved _____ Disapproved _____ Forwarded On _____