

**CARRIER NOTICE OF
ADMINISTRATION
COBRA/DIRECT BILL**

TO

Carrier

RE

Company Name	Policy #
Contact	Phone

The company named above has contracted with Alerus to provide COBRA/Direct bill continuation administration services. Alerus will be communicating directly with you regarding all eligibility changes as it relates to COBRA/Direct bill, including:

- **COBRA/Direct bill elections**
- **COBRA/Direct bill terminations**
- **COBRA/Direct bill member updates**

They give Alerus full authority to work on all eligibility issues involving their COBRA/Direct bill participants and have provided the following list of Alerus individuals to contact in case you have questions regarding this information.

COBRA CLIENT & MEMBER SERVICES

PHONE: (952) 253 1261

EMAIL: cobra@alorus.com

COBRA ELIGIBILITY CHANGES

PHONE: (952) 253 1261

EMAIL: eligibility@alorus.com

WHITNEY HEIDER - COBRA Benefits Operations Supervisor

TONI COLEMAN - Benefits Operations Specialist, Senior

DENISE GADE - Benefits Operations Specialist, II

SANDY GARCIA - Benefits Operations Specialist, II

CYNDI MARTIN - Benefits Operations Specialist, II

BRIANNA FOSSUM - Benefits Operations Specialist

SUSAN APPLEBY - Benefits Operations Specialist