

## LIFE EVENT: Termination of City of Bellevue Domestic Partnership

The steps below outline what to consider and action you must take after the termination of a City of Bellevue Domestic Partnership.

### □ **Step 1 - Declaration of Termination of City of Bellevue Domestic Partnership**

Completion of a [Declaration of Termination of City of Bellevue Domestic Partnership Form](#) is required when a domestic partnership ends. (i.e. the union no longer meets the criteria for a City of Bellevue domestic partnership) This form must be received by Human Resources within 30 days of termination.

### □ **Step 2- Removing a Domestic Partner from Medical, Dental and/or Vision Coverage**

Once **there's** termination of your domestic partnership, your ex-domestic partner is no longer eligible for coverage under your health benefit plan. Their coverage will end the last day of the month in which the domestic partnership terminated. You have 30 days to remove them from your medical, dental and/or vision coverage.

*To make the change, logon to Bellevue Benefits at: <https://cityofbellevuehr.workterra.net>. Click on the **Make Changes** icon. Select the appropriate Life Event Type and enter the Life Event Date. Click **Save** and an enrollment window will open that will step you through the benefits that you are allowed to change specific to your life event. You will know that you have completed your changes in Bellevue Benefits when you click the **Finish** button at the bottom to the Confirmation Statement.*

Under current federal law, a domestic partner and his or her dependent children generally do not have rights to continuation of health coverage. The Bellevue City Council has authorized "COBRA-like coverage" for domestic partners and their dependent children. Because this coverage is not actual COBRA coverage, the City's ability to provide COBRA-like coverage for health insurance benefits provided by third party insurance companies will be dependent on the insurance companies' agreement to provide this COBRA-like benefit. COBRA-like benefits will be provided under the City's self-insured plans.

Information regarding COBRA-like coverage will be sent to your former domestic partner. Please provide the current or last known address of your former domestic partner for continuation of coverage notification purposes.

### □ **Step 3 – Beneficiary Designations**

Review and/or update your beneficiary designation for your life, AD&D and retirement plans. You can view your current life/AD&D beneficiary information by signing onto [Bellevue Benefits](#).

### □ **Step 4 – Change Tax Withholding**

You may want to review and/or change the amount of taxes withheld from your paycheck. To do so, submit a new W-4 form to Payroll, available through [MySelf Service](#).