



### **UACS Policy on Group Health Insurance Coverage Procurement Policy:**

The general purpose of this policy to be compliant with MN Statute 124D.10 subdivision 11 and to inform Universal Academy Charter School Employees of the process our group benefits coordinator takes in procuring group health insurance. MN Statute 124D.10 Subdivision 11 (d) requires that this policy be posted on UACS website.

Policy:

UASC benefit consultants shall:

- (1) Request proposals for group health insurance coverage from a minimum of at least three sources, every two years;
  - a. the consultant will use a sealed proposal process including:
    - i. proposals will be received in a sealed envelope in response to an invitation to bid issued by UACS insurance consultant
    - ii. all proposals will be opened at the same time by the consultant.
    - iii. upon the opening of the sealed bids, they will become public data under chapter 13.
    - iv. The Consultant will review the proposals with UACS for award of the contract.
- (2) UACS will notify employees covered by the group health insurance coverage before the effective date of the changes in the group coverage policy contract. Notification will take place to covered employees via email.