

**TO:** Benefit Eligible Employees  
**FROM:** Piscataway Township Board of Education  
**DATE:** May 15, 2023  
**RE:** INSURANCE WAIVER

---

The Board of Education no longer offers an alternative to dual insurance coverage. Employees who have the opportunity to obtain health benefit coverage including medical, dental and prescription drug insurance through a family member may withdraw from coverage provided by the Board of Education with no cash stipend.

**To waive health benefits with the Piscataway Board of Education, you must complete and return this form, along with proof of insurance through a family member. Your waiver option will begin on July 1, 2023 and continue through June 30, 2024.**

All employees waiving coverage must have a form on file with Human Resources to comply with the IRS's reporting requirements under the Affordable Care Act's (ACA) employer mandate.

Should you experience a life-changing event such as death, marriage, birth, loss of employment, divorce or legal separation, you will have the right to re-enter the Board's insurance plans with no break in coverage provided the Board is notified of the qualifying event within 30 days.

---

***By waiving my medical, prescription drug and dental insurance plan(s), I understand the terms and conditions described. I am waiving my plan(s) in return for no cash payment. I understand my re-entry rights. I am able to provide proof of insurance coverage through my spouse, family member or through a prior employer.***

---

Print Name

---

Signature

---

Date

This form must emailed to the Human Resources Department at: [benefits@pway.org](mailto:benefits@pway.org)  
no later than June 15, 2023.