



Stop Loss Administration

What is stop loss administration?

GPS helps you comply with your stop loss carrier's contract requirements by providing the required information on your behalf. Some of the requirements are:

- Notification of potential large claims.
- Individuals that have met 50% of the Specific Deductible for Traditional Stop Loss Aggregate Report.
- Trigger diagnosis reporting.
- Claim filing and documentation.

When does GPS file a stop loss claim?

GPS will monitor claims activity and file claims for reimbursement with the stop loss carrier as soon as you are eligible for reimbursement under your stop loss contract. GPS will also:

- Traditional stop loss-specific claims filing is made once an individual has exceeded the Specific Deductible.
- Level-Funded stop loss claim filing is made once your claims for issue goes over your monthly accumulated claim requirement.

GPS will collect the information to file the claim with the stop loss carrier. The carrier requires this information to verify the submission. The information requested includes but is not limited to claim data, enrollment forms, whether the employee was on leave the last day worked, case management notes, medical necessity information, and precertification information.

How will I know if I have a claim filed?

GPS may need to contact you for assistance in collecting the information needed to file a claim.

Depending on the claim type and stop loss carrier, they may require proof that you have funded the required monthly funding amount. If so, we will request a copy of your bank statement or other proof that the account has been funded. In addition, if a participant has large claims, we may need to request a copy of an employee's original enrollment form and any subsequent changes in coverage if GPS did not receive a copy from you when we took over administration of the plan.

How do I get reimbursed by the stop loss carrier?

The stop loss carrier will issue a check in the employer's name but send it to GPS to review. Once a reimbursement check is received from the stop loss carrier, we will review the amount reimbursed and forward the check to you as quickly as possible.