STATE OF NEW MEXICO
OFFICE OF SUPERINTENDENT OF INSURANCE

SUPERINTENDENT OF INSURANCE
Alice T. Kane

DEPUTY SUPERINTENDENT
Colin Baillio

BULLETIN 2023-036

December 1, 2023

TO: HEALTH INSURANCE ISSUERS SELLING HEALTH BENEFIT PLANS IN THE SMALL GROUP MARKET THAT MEET QHP STANDARDS

RE: SMALL BUSINESS HEALTH INSURANCE PREMIUM RELIEF INITIATIVE PREMIUM REDUCTION PERCENTAGE FOR COVERAGE ACTIVE JANUARY 1, 2024, UNTIL JUNE 30, 2024; PAYMENT TIMELINE AND RECONCILIATION FOR THE 2024 PROGRAM YEAR

THIS BULLETIN is issued pursuant to NMSA 1978, Section 59A-23F-11, which established the Health Care Affordability Fund to "reduce premiums for small businesses and their employees." This Bulletin sets forth program parameters, requirements for issuers, and the Office of Superintendent of Insurance's (OSI's) responsibilities under the Small Business Health Insurance Premium Relief Initiative established in 13.10.36.11 NMAC.

Premium Reduction Percentage

All issuers subject to this Bulletin must reduce premium charges to small group Qualified Health Plan (QHP) purchasers by the credit amount of 10% for coverage active on January 1, 2024, on or off-exchange. The Premium Reduction Credit described in this bulletin will be effective from January 1, 2024, through June 30, 2024. This period of time will be referred to as "the first half of the 2024 Program Year." The 10% premium reduction shall be applied by providing a credit for coverage in the invoice to small group QHP purchasers following the applicable coverage month.

Monthly Issuer Reporting

Issuers must submit data to OSI on a monthly basis in order to receive payment for the discount/credit provided. Issuers should not report retroactive adjustments/restatements from previous months on this template. These will be handled during the annual reconciliation period. No later than the third business day following each applicable coverage month, using the secure online data-sharing portal provided to the issuer's primary contact by OSI, issuers must submit to OSI:

1. A completed version of the Monthly Reporting Template is posted on the initiative's webpage: https://www.osi.state.nm.us/pages/misc/small-business-health-insurance-premium-relief-initiative.
2. An invoice specifying the amounts owed by OSI for the applicable coverage month. This invoice should include the date, the issuer's contact information, a unique invoice number, and a note that the invoice is related to the New Mexico Small Business Health Insurance Premium Relief Initiative.

Monthly Payments to Issuers

Upon verification of the submitted data and invoice described above, OSI will issue monthly electronic payments to issuers no later than 15 business days after receiving the necessary documentation. TABLE 1 shows the reporting and payment deadlines for the 2024 Program Year.

TABLE 1: Monthly Reporting and Payment Deadlines for the 2024 Program Year

Coverage Month	Issuer Reporting Deadline	OSI Payment Deadline
January 2024	February 5, 2024	February 26, 2024
February 2024	March 5, 2024	March 26, 2024
March 2024	April 3, 2024	April 24, 2024
April 2024	May 3, 2024	May 24, 2024
May 2024	June 5, 2024	June 27, 2024
June 2024	July 3, 2024	July 25, 2024
July 2024	August 5, 2024	August 26, 2024
August 2024	September 5, 2024	September 26, 2024
September 2024	October 3, 2024	October 24, 2024
October 2024	November 5, 2024	November 26, 2024
November 2024	December 4, 2024	December 25, 2024
December 2024	January 6, 2025	January 27, 2025

Annual Issuer Reporting and Reconciliation

By March 3, 2025, all issuers subject to this Bulletin must submit the following documents to OSI using the secure online data-sharing portal provided to the issuer's primary contact:

1. A completed version of the Annual Reporting Template can be found on the initiative's webpage: https://www.osi.state.nm.us/pages/misc/small-business-health-insurance-premium-relief-initiative.
2. An attestation to the accuracy of the submission, signed by a senior executive.

No later than May 5, 2025, OSI will inform issuers of reconciliation amounts. All reconciliation amounts owed to OSI or the issuer shall be included in the issuer's invoice submitted during June 2025. If an issuer wishes to dispute reconciliation amounts after OSI notification, it must submit the dispute to Shannon.Chapman@osi.nm.gov no later than May 12, 2025.

TABLE 2: Reconciliation Deadlines

Reconciliation Activity	Deadline
Submission of Annual Data	March 3, 2025
OSI Notice of Reconciliation Amounts	May 5, 2025
Submission of Reconciliation Disputes	May 12, 2025
Reconciliation Payments Due	June 30, 2025

Small Business Notification

All issuers subject to this Bulletin must notify small group QHP purchasers of the premium reduction credit. All letters must be approved by OSI.

The following language must be sent to all active small groups prior to January 2, 2024. A version of this letter should also be included in enrollment packets for all new groups that enroll after January 2, 2024.

> During the 2021 legislative session, the New Mexico Legislature worked with Governor Michelle Lujan Grisham to pass legislation establishing a Health Care Affordability Fund. On April 8, 2021, Governor Lujan Grisham signed Section 59A-23F-11 NMSA 1978 into law, which allows the New Mexico Office of Superintendent of Insurance (OSI) to reduce

health insurance premiums for small businesses. Under the program, you will receive a credit on your invoice that reduces your premium by 10%. This premium reduction is part of OSI's Small Business Health Insurance Premium Relief Initiative. You will see the credit applied to your premium on all invoices received after February 1, 2024, through August 1, 2024. You do not need to take any action to receive this credit.

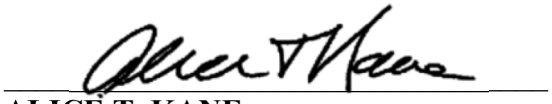
Please note that the initiative is subject to legislative appropriation, and the reduction percentage could change from year to year. Should the reduction percentage change, [ISSUER NAME] will notify you in advance. If you have any questions about the initiative, please visit https://bit.ly/3HmMKRr.

Advertising of Discounted/Credited Premiums

To ensure transparency, any advertising materials that display premiums at the discounted/credited price must make clear that the discount/credit is applied to the premium and results from New Mexico's Small Business Health Insurance Premium Relief Initiative. The materials should also provide a link to OSI's Initiative webpage and OSI's phone number. All marketing materials must be approved by OSI.

Please direct any questions regarding this bulletin to Shannon Chapman at (505) 527-1651, or via e-mail at Shannon.Chapman@osi.nm.gov.

ISSUED this 1st day of December, 2023.



ALICE T. KANE
Superintendent of Insurance