

# The National Medical Support Notice (NMSN) – An Overview

## What is the National Medical Support Notice?

The National Medical Support Notice (NMSN) is the form used by all child support enforcement agencies to notify employers that an employee is ordered to provide insurance coverage for a dependent. The NMSN has the same effect as a court order for health insurance coverage for a dependent.

## What does it look like?

The NMSN has two parts:

- Part A, the Notice to Withhold for Health Care Coverage and Employer Response. Part A is the form employers use to notify the child support enforcement agency of any reason it cannot provide coverage.
- Part B, the Medical Support Notice to Plan Administrator and Plan Administrator Response. Part B is the form the employer or insurance plan administrator uses to notify the child support enforcement agency that the dependents are or will be covered by insurance.

## I received an NMSN - what do I do now?

If you received an NMSN, one of your employees has been ordered to provide insurance coverage for his/her dependents. You **must** respond to the NMSN, whether or not you can enroll the employee's dependents in an insurance plan. No further notice or court order is necessary for you to comply with the NMSN.

**Return a completed Part A**, if coverage for dependents is:

- not available, or
- there is a waiting period for coverage.

Return Part A within 20 business days from the date on the NMSN.

**Return a completed Part B**, if coverage for dependents is:

- available;
- available, but you offer multiple plans;
- available but a waiting period applies; or
- no longer available to one or more dependents because of their age.

Return Part B within 40 business days from the date of the NMSN.

## Important

- **You must not disclose any personal data in the NMSN, such as the other parent's address or the child's Social Security number, to your employee or any other person not authorized to receive the data.**
- You must enroll the dependents even if the employee wants to refuse coverage or challenge the court order.
- You must enroll the dependents even if it is not open enrollment season.
- You must send health insurance cards and the enrollment information directly to the custodial parent at the address listed on the NMSN. You should forward this information to DOR only if no address is provided for the parent.

### **Need more information?**

You may view a copy of the [National Medical Support Notice](#) , or review the [Medical Support FAQs](#) page, for answers to commonly asked questions regarding the NMSN. You can also call our Employer Unit at 800-332-2733, option 2.

You can obtain more information regarding the NMSN on the [Federal Child Support Enforcement website](#)