



Greetings, COFA Program Enrollee,

We are excited to let you know we have a renewal process for the COFA Premium Assistance Program that should save you time. Please know that this process will need to be done with the help of an insurance agent whose services are free for you to use. If you do not want to work with an insurance agent, stop here and contact us at [COFA.Marketplace@oregon.gov](mailto:COFA.Marketplace@oregon.gov) or 1-855-268-3767 (toll-free).

After you complete the first step of the renewal process, we will advise your insurance agent and your agent will help you with the next step, applying for tax credits on HealthCare.gov, and enrolling in a COFA Premium Assistance program-approved health plan. This process does not renew your Oregon Health Plan Citizen Alien Waived Emergency Medical (CAWEM) benefits.

The COFA program must have a current passport on file for you. If your passport will expire before Oct. 1, 2020, you should send us a copy of your new passport before Sept. 1, 2020. If you need to renew your passport, here are some links. Please check to see that you are using the most up-to-date form.

Federated States of Micronesia:

[http://www.fsmbassycdc.org/sites/default/files/documents/FSM\\_Passport\\_Application\\_Form\\_rev\\_2015-06-05.pdf](http://www.fsmbassycdc.org/sites/default/files/documents/FSM_Passport_Application_Form_rev_2015-06-05.pdf)

Republic of the Marshall Islands:

[http://www.rmiembassyus.org/images/pdf/RMI%20Citizen%20Services/Passport/RMI\\_Passport\\_Application\\_Instructions.pdf](http://www.rmiembassyus.org/images/pdf/RMI%20Citizen%20Services/Passport/RMI_Passport_Application_Instructions.pdf)

Republic of Palau:

<https://www.palau.gov.pw/wp-content/uploads/2014/12/Passport-Application-Form.pdf>

Here is how this will work:

Watch your mail for the renewal packet to come in October with the green forms. They **must be returned by Nov. 15, 2020**, to make sure you will be enrolled for coverage starting Jan. 1, 2021.

1. You must fill out, sign and return the forms that will be sent to you. We must receive the forms no later than Nov. 15, 2020.
2. You do not need to send copies of your passport or I-94 immigration documents.
3. You will be asked to send proof of your address.
4. You can return the forms by mail, fax, or bring them to an enrollment event. We will provide a self-addressed, postage-paid envelope for your convenience.

Mail: Oregon Health Insurance Marketplace  
Attn: COFA Premium Assistance Program  
P.O. Box 14480  
Salem, OR 97309

Fax: 503-947-7092

5. Watch your mail; we may need more information. You must respond or you may miss renewing your coverage.

Call the COFA Premium Assistance Program at 1-855-268-3767 (toll-free) Monday through Friday if you want the renewal form in Chuukese, Marshallese, Pohnpeian, or Palauan language.