



Health Insurance Marketplace Open Enrollment:  
Friday, November 1st through Wednesday, January 15th

Insurance Add/Change Forms for NEW policies set to effectuate in February 2025 are due to LA HAP by **Thursday, January 16th**. *You may continue to submit forms after this date and LA HAP staff will address them in the order they were received; however, we cannot guarantee they will be addressed after this date.*

If client enrolls in a NEW Marketplace, Medicare, or other insurance plan:  
send Insurance Add/Change Form + 2025 premium invoice to LA HAP

If client is not changing insurance plans in 2025:  
send 2025 premium invoice to HIP

As always, **THANK YOU** for your amazing work during this hectic time of year!  
Please feel free to reach out to LA HAP staff with questions.

*If you have questions about this email, please contact LA HAP at 504-568-7474 or [lahap@la.gov](mailto:lahap@la.gov). DO NOT SEND NAMES OR CLIENT-IDENTIFYING INFORMATION, INCLUDING URN/UIIN, VIA EMAIL.*

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