

Instructions for Claiming Medicare Part B/IRMAA Reimbursement for Deceased Retirees

Eligible City of New York retirees are eligible to receive Medicare Part B/IRMAA reimbursements in accordance with Administrative Code § 12-126. When a retiree who has been receiving reimbursement dies, reimbursement can only be issued to the deceased retiree's estate.

The Affidavit for Collection of Reimbursement must be completed by the Administrator or Executor of the decedent's estate, and accompanied by a copy of the decedent's death certificate and one of the following (whichever is applicable):

1. Letters Testamentary, if the decedent had a Will, or
2. Letters of Administration, if the decedent died without a Will (i.e., died intestate).

Please note that the affidavit must be notarized, and all documentation should be either mailed or submitted electronically to this office.

Submit via regular mail to:

NYC Office of Labor Relations
Health Benefits Program
22 Cortlandt Street, 12th Floor
New York, NY 10007

Submit electronically via Leapfile:

<https://nycemployeebenefits.leapfile.net>

Once the completed affidavit and supporting documentation are received and processed, the Medicare Part B reimbursement amount will be issued by check to the Estate of the deceased retiree.

