



OFFICE OF MAYOR RAHM EMANUEL
CITY OF CHICAGO

December 17, 2015

Garry McCarthy
[REDACTED]

Dear Mr. McCarthy:

Thank you for your hard work and dedicated service to the City of Chicago. Based on recent discussions you and I have had, your employment with the City of Chicago terminates effective December 31, 2015.

Your medical benefits will terminate on the effective date of your separation. However, you may have rights to convert to individual medical coverage under the federal Public Health Safety Act (PHSA) legislation. You will be notified in the near future concerning such rights and the procedure for conversion. If you are covered under life insurance, you may convert all or part of your coverage, basic and optional, to an individual life policy by submitting written application to the insurance company within thirty-one (31) days following your last day paid. It is your responsibility to obtain forms and make application for coverage. If you have any questions as to the continuation or conversion of your life insurance benefits, contact the Benefits Service Center at 877-299-5111.

Sincerely,

Eileen Mitchell
Chief of Staff