

Dependent Verification

Health Care Authority
PEBB Outreach and Training
PPA Meeting – July 2009

Agenda

- **Dependent Verification**
 - Scope of Project
 - Project Timeline
 - PEBB's Role
 - Agency's Role
 - Acceptable Verification Documents
 - On-going Process



Scope of Project

- HCA will be asking employees with dependents enrolled on their account to verify the dependents are eligible for PEBB benefits
 - This includes the employee's:
 - Spouse
 - Qualified Domestic Partner
 - Children under age 19
 - Students
 - This does not include:
 - Extended Dependents
 - Dependents with Disabilities



Project Timeline

- Employees will receive a letter in September. The letter will include:
 - An explanation of the verification project,
 - An explanation of what is expected of them, and
 - A list of acceptable documentation
- Employees will be asked to return documentation to PEBB for processing
- Anticipate project will run from September through March

PEBB's Role

- PEBB will:
 - Notify employees (*September letter*)
 - Provide dedicated staff to handle the review and keying of the verification documents
 - Provide reminder messages to agencies for the employees
 - Offer phone support to employees and agencies with questions
 - Provide agencies with a list of acceptable verification documentation for informational purposes
 - Create a Q&A for agencies to help answer employee questions

Agency's Role

- Agencies will be asked to help by:
 - Forwarding any verifications received from employees to PEBB
 - Distributing reminder messages to employees
 - Reaching out to employees that have not responded

Acceptable Verification Documents

- Examples of acceptable documentation include, but are not limited to:
 - 2008 Federal Tax Return (*spouse and children*)
 - Certificate of State Registered Domestic Partnership
 - Birth Certificate (*children*)
- The complete list, once finalized, will be posted on the Pers/Pay website
- Exceptions will be handled on a case-by-case basis

On-going Process

- Anticipate the on-going process may include one or more of the following:
 - Use of attestation language on enrollment/change forms
 - Periodic subscriber reviews conducted by PEBB
 - Subscriber may be asked at any time to provide verification
 - A complete review every 3-5 years conducted by PEBB
- The on-going process is subject to change based on our findings

Questions

- You may have questions that PEBB cannot answer today.
 - Please forward those questions to HCA PEBB Dependent Verification at pebbdv@hca.wa.gov



2010 Changes to Plans

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2010 Plan Changes

- To review changes the PEB Board approved for 2010:
 - Go to www.pebb.hca.wa.gov
 - Choose the PEB Board Approves Changes for 2010 link in the Spotlight area on the right-hand side of the page
- We will address the specifics of the changes in our September PPA presentation