

HBR Monthly Webinar

November 16, 2022



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Agenda

- Post OE Dependent Verification Reminder
- OE Dependent Document Reminder
- Tobacco Cessation and Credit Removals
- Upcoming HBR Monthly Webinars

Post OE Dependent Verification Reminder

- ▶ Congratulations on surviving 2023 Open Enrollment! Now, since OE has ended, please be mindful of reviewing all added dependents for the appropriate documentation. It is the HBR's responsibility to approve all dependent documents for new dependents. As in previous years, OE elections are automatically approved by Benefitfocus before all documentation is received. Please remember that enrollments approved before documentation is received still require documentation to be submitted and verified by the HBR.
- ▶ As a part of the ongoing dependent audit, the State Health Plan will also review dependents added during Open Enrollment to ensure proper documentation has been provided. The Plan has seen great improvement in the accuracy and consistency of both task and dependent approvals over the past few years, and we look forward to seeing these results continue.
- ▶ Below are a few reminders about acceptable documentation:
 - Only 2021 1040s can be accepted unless the subscriber provides a previous year 1040 with a 2021 extension.
 - Verification of Facts are only acceptable as documentation for newborns within six months of birth. After six months, a birth certificate or current 1040 showing the child as a dependent must be provided as verification for any dependent child.
 - When birth certificates are provided as verification for a dependent child, we must receive the official birth certificate.
 - Marriage certificates can be used to solely verify spouses within one year of the date on the marriage certificate.
 - Employees must upload dependent verification documentation and provide a valid Social Security number for dependents 6 months or older when adding a dependent to the Plan.
- ▶ The full list of appropriate documentation and examples can be found on the State Health Plan's [website](#).

OE Dependent Documentation Reminder

- ▶ As a reminder, HBRs are responsible for ensuring that employees adding dependents during Open Enrollment upload the appropriate dependent verification documentation.
- ▶
- ▶ Dependents added during Open Enrollment should have proper documentation loaded, along with being properly verified. Dependents added during Open Enrollment without proper verification and documentation will have their coverage canceled.
- ▶
- ▶ The Dependent Census Report (Data & Reporting, Standard Reports, Census tab) is the most efficient way to see what dependents are still other report. Filter out those dependents who do not have coverage, then filter out those that have been verified. The remaining dependents will need to be addressed.

Remember:

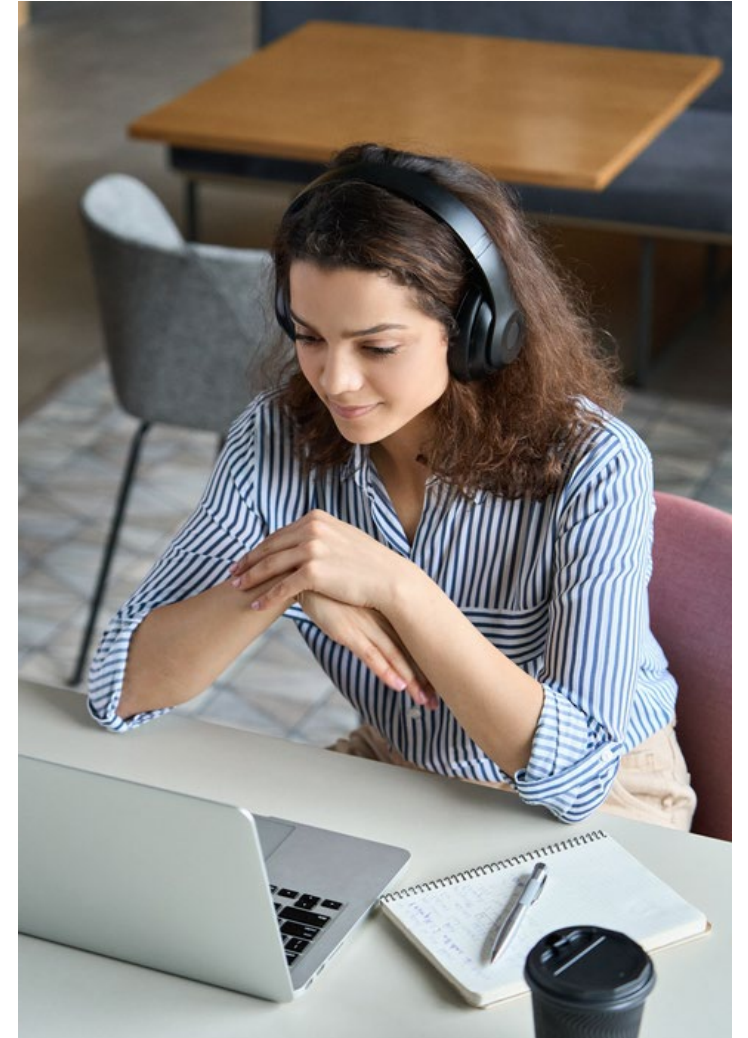
- **Verification must be completed by Friday, November 18, 2022.**
- **On Monday, November 21, 2022, the Plan will begin terminating coverage for unvalidated dependents.**

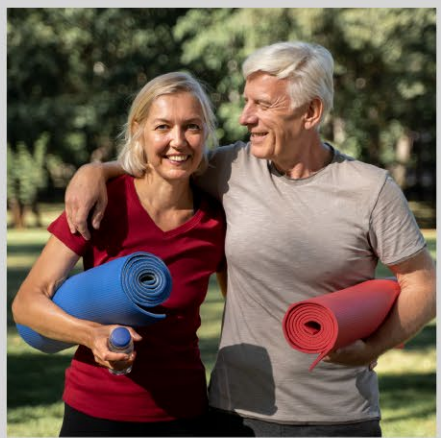
Tobacco Cessation and Credit Removals

- ▶ Please don't forget to remind employees who, during Open Enrollment, selected that they were tobacco users but willing to visit a Primary Care Provider (PCP) for tobacco cessation counseling that they have until November 30, 2022, to complete at least one tobacco cessation counseling, or risk losing their premium credit.
- ▶ The subscriber must present their State Health Plan ID card in order for the visit to be covered at 100 percent by the Plan.
- ▶ New members enrolling in November or December for January 1, 2023, coverage will not be able to complete their tobacco cessation visit until January 1, 2023.

Upcoming HBR Monthly Webinars

- All monthly HBR webinars begin at 10 a.m. To register for the monthly webinars, see below or visit the Plan's [website](#). As HBRs know, the State Health Plan utilizes monthly HBR webinars as monthly training opportunities.
- As a reminder, you can find presentations for a webinar you missed by visiting the **new** State Health Plan [HBR Monthly Training Archive](#) page. Be sure to check the HBR [Training and Development](#) page often to sign up for upcoming webinars and review the resources available to you, like [HBR University](#)!
- Monthly HBR webinars continue through 2022. Don't miss any! To register for the monthly webinars, see below or visit the Plan's [website](#).
 - [December 14, 2022, 10-11 a.m.](#)





Questions? Thank you!

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