

HEALTH BENEFITS E-NEWS

*Department of Human Resource Management
Office of Health Benefits*

January 12, 2012

Reminder on Mary Washington Healthcare and Walgreens Network Issues

Since Mary Washington Healthcare and Anthem were unable to reach agreement on a contract by Jan. 1, 2012, the following facilities no longer participate with the Anthem network:

- Mary Washington Hospital
- Stafford Hospital
- Fredericksburg Ambulatory Surgical Center
- Snowden at Fredericksburg

COVA Care and COVA HDHP members are affected by this change. Please see the Health Benefits E-News issue dated November 14, 2011 for more information at the link below.

In addition, Walgreens pharmacies will no longer participate with Express Scripts, which administers Anthem's prescription drug program. COVA HDHP members will need to file claim forms with Anthem for prescription drugs filled at Walgreens. See the Health Benefits E-News dated December 7, 2011 for more details.

Health Benefits E-News issues may be found at:

www.dhrm.virginia.gov/hbenefits/ohbcommunications/eNews/ewnewstoc.html.

Some Things Have Not Changed with the New Year!

Documentation Required When Adding Dependents

An employee or non-Medicare eligible retiree group member who wants to add one or more dependents to health coverage **must** provide documentation of the dependent's eligibility to the Benefits Administrator before coverage can be provided. **Documentation of eligibility has been required since August 1, 2009 for all dependents being enrolled in the health benefits program.** This includes dependents of new employees, dependents added with a qualifying mid-year event and those added during the annual Open Enrollment period. Refer to the Eligibility Definitions chart on the DHRM web site at <http://www.dhrm.virginia.gov/hbenefits/openenroll11/EligibilityRules.pdf> for guidance on what documentation is needed for each dependent type.

Completing Agency Verification on Enrollment Forms

When submitting an Employee Eligibility and Enrollment Form to the Office of Health Benefits, be sure to complete the Agency Verification and Approval section (Section 6 on the form). It is important to provide the date the form was received and the agency contact information, including a dated signature. Also remember that the BES Turnaround Document is the official record of the change, and it is your responsibility to review and confirm this document to ensure that changes made are accurate.