

HEALTH BENEFITS E-NEWS

*Department of Human Resource
Management
Office of Health Benefits*

November 20, 2013

ATTENTION! Children in COVA HealthAware Plan Losing Eligibility Due to Age

As a follow-up to previous information provided in an earlier issue regarding coverage options for children in the COVA Care, COVA HDHP and Kaiser plans who turn age 26 in 2013 and, as a result, will lose coverage on December 31, attached is a sample letter to send to **COVA HealthAware** participants who have children to whom this age limit will apply. The overall process is the same; however, participants who wish to apply for continuation coverage for their child based on physical or behavioral health incapacitation will need to contact the Aetna Health Concierge to request Aetna forms, which must be submitted by December 31 in order to be reviewed to determine continued eligibility.

If you had any COVA HealthAware participants on the applicable file that was placed in your FTP folder (see [BA Memo #13-06](#)), please provide the attached notification immediately.

Follow-Up: "Do-Right" Credit For Flu Shots Received Outside of the State Health Benefits Program

Employees in plans other than COVA HealthAware are submitting "Do-Right" flu shot forms per the original article in the November 8, 2013 issue of E-News. As a reminder, **only the COVA HealthAware plan has a Health Reimbursement Arrangement (HRA), so only employees (or retirees) and their covered spouses enrolled in the COVA HealthAware plan are eligible for "Do-Right" credits.** (These credits are not related to the premium rewards that are also available to both COVA Care and COVA HealthAware participants who meet the health assessment and biometric screening criteria.)

Please pass along this clarification to your employees.

2014 Benefits Administrator Training Schedule

Health Benefits Training sessions will be held during the first three months of 2014. All training is scheduled from **8:30 to 4:00 pm** on the days designated.

Health Benefits Administration – Part I

This two-day course is designed for agency human resource professionals, health benefit administrators and payroll employees whose job responsibilities require specific and detailed knowledge of the state's health benefits programs. The course provides a review of the policies and procedures for the Active State health benefits and the flexible benefits programs. It also provides an overview of the benefits eligibility system (BES).

Dates and Locations:

- *January 29 & 30, 2014*
Lord Fairfax Community College – Middletown Campus
Corron Community Development Center
The Carl and Emily Thompson Conference Center
173 Skirmisher Lane
Middletown, VA 22645

http://www.lfcc.edu/files/documents/about/floor-plans-and-maps/Middletown_Campus_Ariel_Layered.jpg

- *February 19 & 20, 2014*
- *March 5 & 6, 2014*
The James Monroe Building
6th Floor
101 N. 14th Street
Richmond, VA 23219

Health Benefits Administration Part II

This course is designed for the human resource or payroll professional that is responsible for the administration of an agency's health benefits program. This course focuses on the Retiree health benefits program (which includes LTD participants and Survivors) and enrollment procedures and provides an in-depth review of Extended Coverage. Also included is an overview of the State Health Plan's HIPAA Privacy Policy.

Dates and Locations:

- *March 13, 2014*
- *March 20, 2014*
The James Monroe Building
6th Floor
101 N. 14th Street
Richmond, VA 23219

List of FTP Folder Reports and Files

An up-to-date listing is attached of Reports and Extract Files created from BES and distributed to Agency HuRMan folders. This information will be included in the next revision of the BES Systems Guide.

Please do not reply to this e-mail. You may send inquiries to the Office of Health Benefits mailbox at ohb@dhrm.virginia.gov.