

December 8, 2023, HBR Alert



Ineligible Dependents

The State Health Plan (Plan) recently sent an [HBR Update regarding dependent eligibility](#).

The Plan has now removed all the dependents that were ineligible because they either had no supporting dependent verification documentation or should have been enrolled as an employee not as a dependent. Those that should have been enrolled as employees instead of dependents, have been enrolled as employees.

Retroactive Terminations

Now that some dependents have been terminated because they were eligible as employees, the Plan is hearing from HBRs that some of these dependents are no longer employees. In that scenario, an exception will be required to correctly terminate the dependents' employment and re-enroll them as dependents. As a reminder, it is the HBR's responsibility to maintain accurate eligibility information. That includes terminating employees who have not enrolled in Plan coverage.

Reinstatement Requests

Once a dependent has been removed for missing a Social Security Number (SSN) or for missing qualifying life event (QLE) documentation, all SSNs and supporting documentation should be

uploaded to the Document Center in their record in eBenefits prior to submitting a reinstatement enrollment exception. As a reminder, collecting and validating dependent eligibility documentation is the responsibility of the HBR. HBRs are also responsible for reminding new parents to add a valid SSN to any newborn's enrollment record before the baby reaches six months old.

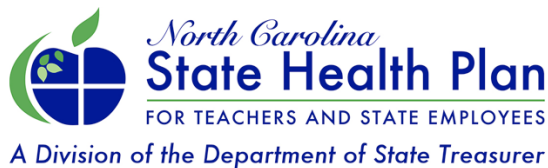
[SHP Rule on Member Terminations and Reinstatements](#)

Tobacco Attestation Credit Reminder

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 had until November 30, 2023. To ensure the credit is applied, members are recommended to upload their office visit summary into the Document Center located in eBenefits.

Groups will receive **ONE** list between 12/13-12/15 that will list the subscribers that are subject to have their Tobacco Attestation Credit removed due to no claims received nor any documentation uploaded.

This will be the only notification that will be sent. HBRs will need to confirm via eBenefits or their monthly billing invoice of any additional changes.



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