

DEPENDENT VERIFICATION DOCUMENTS

To add a dependent, you must provide **proof of legal relationship**. Without documentation, your dependent cannot be added. Accepted documents are listed below.

DEPENDENT	DOCUEMENTATION
Spouse	Marriage license indicating date and place of marriage
Child under age 26	<p><u>Existing Child</u> - Birth Certificate</p> <p><u>Newborn</u> - Birth Letter from hospital showing the employee as the parent</p> <p><u>Adoption</u> - Adoption decree naming employee as the adoptive parent</p> <p><u>Stepchild</u> - Marriage license and child's birth certificate</p> <p><u>Legal Custody</u> - Signed legal judgement granting the employee legal custody (<i>under age 18 only unless custody granted for legal grandchild</i>)</p> <p><u>Overage Dependent</u> - If a dependent child is incapable (and became incapable prior to attainment of age 26) of self-sustaining employment by reason of mental retardation or physical incapacity, and is dependent upon the covered Employee for support, the coverage for the Dependent Child may be continued for the duration of incapacity.</p> <ul style="list-style-type: none"> <li>• Prior to the Dependent Child reaching age 26, an application for continued coverage with current medical information from the Dependent Child's attending Physician must be submitted to the Health Plan to establish eligibility for continued coverage as set forth above.</li> </ul>



If your dependent verification documents are in a language other than English, **you must have them translated by a 3rd party**. Please submit a copy of the original documents along with a copy of the translated documents.