

Eligibility Definitions and Required Documentation

<u>Dependents</u>	<u>Definition of Eligibility</u>	<u>Documentation Required</u>
Spouse	A person who is legally married to the employee or retiree.	<ul style="list-style-type: none">• Copy of marriage certificate OR <p>If married more than one year, a copy of Page 1 of most current Federal Tax Return* (Form 1040) that shows the dependent listed as “Spouse”.</p>
Child(ren)	<p>Natural, adopted, child under Qualified Medical Support Order or child you have legal guardianship of or dependent children over the age limit if they are incapable of self-support because of a physical or mental incapacity that started before they reached the limit age and are chiefly dependent on enrollee or spouse for support.</p> <p>Your child(ren) may be covered to the end of the month in which he or she turns age 26.</p>	<ul style="list-style-type: none">• Copy of birth certificate showing employee/retiree as a parent OR <p>In the case of adoption, copy of a legal adoptive agreement OR</p> <p>If applicable, copy of Qualified Medical Child Support Order, copy of Court Order of Legal Guardianship, or copy of Divorce Decree requiring employee to provide healthcare coverage.</p>
Stepchild	Your spouse’s child(ren). They must also meet the age requirements above for natural and adoptive children.	<ul style="list-style-type: none">• Copy of birth certificate (or adoption agreement) showing the name of employee’s/retiree’s spouse AND• Copy of marriage certificate showing the employee’s and spouse’s (parent) name OR <p>If married more than one year, a copy of most current Federal Tax Return that shows the dependent’s parent listed as spouse</p>
Other	<p>A dependent, who is in court ordered custody, resides with and is the dependent of the enrollee or the enrollee’s spouse. They must meet the age requirements for natural and adoptive children.</p>	<ul style="list-style-type: none">• Copy of the Final Court Order with judge’s signature and seal AND• Copy of current school record or report card showing child lives with you OR <p>Copy of most current Federal Tax Return that shows the dependent listed</p>

*Note: For tax forms you only need to provide copy of first page and you may black out all financial information and all but the last 4 digits of any Social Security Numbers.

To obtain copies of the documents listed above contact your State’s Bureau of Vital Statistics or visit vitalchek.com.