



# DEPENDENT ELIGIBILITY

## Definitions and Required Documents

**PARTNERS  
FOR HEALTH**

TYPE OF DEPENDENT	DEFINITION	REQUIRED DOCUMENT(S) FOR VERIFICATION
Spouse	A person to whom the participant is legally married	You will need to provide a document proving marital relationship <b>AND</b> one document from the additional documents list below:
		<b>Proof of Marital Relationship</b> <ul style="list-style-type: none"> <li>Government-issued marriage certificate or license</li> <li>Naturalization papers indicating marital status</li> </ul>
		<b>Additional Documents</b> <ul style="list-style-type: none"> <li>Bank Statement issued within the last six months with both names; <b>or</b></li> <li>Mortgage Statement issued within the last six months with both names; <b>or</b></li> <li>Residential Lease Agreement within the current terms with both names; <b>or</b></li> <li>Credit Card Statement issued within the last six months with both names; <b>or</b></li> <li>Property Tax Statement issued within the last 12 months with both names; <b>or</b></li> <li>The first page of most recent Federal Tax Return filed showing "married filing jointly" or "married filing separately" with the name of the spouse provided thereon; submit page 1 of the return with the income figures blacked out</li> </ul>
		<b>If just married in the previous 12 months, only a marriage certificate is needed for proof of eligibility</b>
Natural (biological) child under age 26	A natural (biological) child	The child's birth certificate (will accept mother's copy for newborn); <b>or</b>
		Certificate of Report of Birth (DS-1350); <b>or</b>
		Consular Report of Birth Abroad of a Citizen of the United States of America (FS-240); <b>or</b>
		Certification of Birth Abroad (FS-545)
Adopted child under age 26	A child the participant has adopted or is in the process of legally adopting	Final court order granting adoption; <b>or</b>
		International adoption papers from country of adoption; <b>or</b>
		Court order placing child in custody of member for purpose of adoption
Stepchild under age 26	A stepchild	Verification of marriage between employee and spouse (as outlined above) <b>and</b> birth certificate of the child showing the relationship to the spouse, <b>or</b> documents determined by BA to be the legal equivalent
Disabled dependent	A dependent of any age who falls under one of the child categories previously listed and due to a mental or physical disability, is unable to earn a living. The dependent's disability must have begun before age 26 and while covered under a state-sponsored plan.	<p>Certificate of Incapacitation for Dependent Child form must be submitted prior to the dependent's 26th birthday. Additional documentation will be required to comply with any future review.</p> <p>The insurance carrier will review the form, make a determination and provide BA with documentation once a determination has been made. If approved for incapacity, the child will continue the same coverage.</p>
Child under age 26 placed for guardianship, custody or conservatorship with the head of contract* (placement order active or expired due to age of majority)	A child under age 26 for whom the head of contract is or has been the legal guardian, custodian or conservator	Valid order by a court of competent jurisdiction (placement order) establishing guardianship, custody or conservatorship arrangement between child and head of contract; <b>and</b> an attestation signed by the head of contract upon initial enrollment and upon request

\*Head of contract is the person who elects coverage and has authority to change coverage elections.

**Never send original documents. Please mark out or black out any Social Security numbers and any personal financial information on the copies of your documents BEFORE you return them.**