

BENEFITS NEWSLETTER

DEPENDENT VERIFICATION ELIGIBILITY AUDIT

**From the Desk of Darvin Jackson, Ed.D.
Assistant Superintendent, Human Resources**



SVUSD will be conducting a full Dependent Audit in preparing for Open Enrollment. If you cover a spouse and/or children in one of our health plans for the 2025 plan year, you will be required to provide proof of dependent eligibility through Secova, the dependent eligibility audit vendor that SVUSD is partnering with. Please make sure to review the [Dependent Verification Checklist](#) below to ensure your documents are ready to submit with the audit.

[Dependent Verification Audit Dates: October 1 to November 8, 2024](#)

Please take a few moments to read the following important information regarding this year's open enrollment and dependent verification audit process. Open enrollment will be held November 5 – November 22, 2024.

As part of the 2025 benefit renewal, SVUSD's current medical benefit program will transition to Self-Insured Schools of California (SISC). SISC Health Benefits pool is the largest school-focused purchasing pool in California—giving employees access to provider networks at some of the lowest rates available. The medical network will continue under Anthem Blue Cross. Pharmacy benefits will be through Navitus Health Solutions. A mail order option is available through Costco Pharmacy. This move to SISC will allow SVUSD to continue to offer high-quality network access and plan designs coupled with long-term, stable, and affordable rates. As part of the transition to SISC, all employees must participate in and provide dependent verification to maintain benefits for respective dependents. SVUSD has partnered with Secova to perform the Dependent Eligibility Audit.

Employees will need to provide documentation to verify their dependents' eligibility. If proper documentation is not provided, employee dependents' coverage will terminate effective January 1, 2025.

Open Enrollment this year will be **ACTIVE**, meaning every employee **MUST** enroll or make an election to enroll in medical, dental and/or vision benefits.

To obtain a copy of vital records such as birth certificates, death certificates, or marriage license, use the following link: www.cdc.gov/nchs/w2w.htm.

IMPORTANT: Please find acceptable documentation on the next page. There will be no exceptions to the documents listed. **Failure to provide the respective supporting documentation will result in a termination of dependent benefits as of January 1, 2025.**

REQUIRED ACCEPTABLE VERIFICATION DOCUMENTS

Review the table on page 2 to assist with the required and acceptable documentation needed to verify each dependent's eligibility. All required documents **MUST** include a date, employee name, and the name of the dependent being verified.

At least ONE of the following approved documentation methods must be submitted via Secova's authentication portal for each enrolled spouse/dependent.

If an employee is enrolling in medical, dental and/or vision benefits for the first time or adding a dependent not previously covered under the Saddleback Valley Unified School District's plan, names, birth dates, and social security numbers of eligible dependents are required.

Dependent Type	Required Documentation
Spouse	<ul style="list-style-type: none"> • Prior year's Federal Tax Form that shows the couple was married (First page only, financial information may be blocked out). • A marriage certificate will be accepted for newly married couples when filing has not yet been required for the current tax year.
Domestic Partner	<ul style="list-style-type: none"> • A Certificate of Registered Domestic Partnership issued by the State of California or a certified copy of the Declaration of Domestic Partnership that includes the dated, signed Secretary of State Certification Stamp. (Enrolling a Domestic Partner may cause the employer contribution to become taxable.)
Children, Stepchildren, and/or Adopted Children up to age 26	<ul style="list-style-type: none"> • Legal Birth Certificate or Hospital Birth Certificate (to include full name of child, parent(s) name, and child's DOB) • Legal Adoption Documentation
Legal Guardianship up to age 18	<ul style="list-style-type: none"> • Legal U.S. Court Documentation establishing Guardianship
Unmarried Disabled Dependents over age 26 (requires enrollment in a SISC medical plan)	<ul style="list-style-type: none"> • Anthem Blue Cross (All items listed below are required) • Legal Birth Certificate or Hospital Birth Certificate (to include full name of child, parent(s) name and child's DOB) • Prior year's Federal Tax Form that shows child is claimed as an IRS dependent (First page only, income information may be blocked out.) • Proof of 6 months prior creditable coverage under the employee/retiree's plan. There can be no break in coverage. • Completed Anthem Disabled Dependent Certification Form
Early Retirees and/or Dependents enrolled on a Plan Age 65 or Over	<ul style="list-style-type: none"> • Proof of enrollment in Medicare Part A & Part B (copy of current Medicare card or Medicare enrollment confirmation letter showing effective dates of Part A and Part B).

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UPCOMING EVENTS

MEDICARE WORKSHOP – September 19 & October 9

SVUSD will be hosting an informational Medicare workshop this Fall via Zoom. The workshops will be presented by Amber Field-Buckley of Amber Star Insurance.

Employees, retirees and their spouse or domestic partner are welcome to attend. There is no pre-registration required.

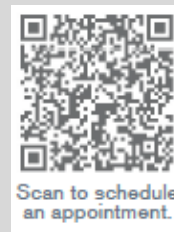
- **Thursday, September 19th at 3:30 pm** – click [HERE](#)
- **Wednesday, October 9th at 3:30 pm** – click [HERE](#)



RED CROSS BLOOD DRIVE – September 25

SVUSD is partnering with the American Red Cross to host a blood drive. The Red Cross Blood Drive will be held on Wednesday, September 25, 2024 from 11 am – 5 pm at the District Office.

To make an appointment, please click [HERE](#) or scan the QR Code



EMPLOYEE FLU SHOT CLINIC – September 26 and October 15

The District will be offering free flu shots for all **EMPLOYEES**, at the District Office in the Board Conference Room:

- **Thursday, September 26th from 11 AM – 4:30 PM** – click [HERE](#) to make an appointment
- **Tuesday, October 15th from 11 AM – 4:30 PM** – click [HERE](#) to make an appointment



COLUMBIA EMPLOYEE STORE DISCOUNT



SVUSD exclusive invitation to the Columbia Employee Store is [attached](#).

IMPORTANT EMPLOYEE STORE DETAILS:

- **Saddleback Valley Unified School District** offer is valid **September 13th - October 6th!**
- **Brands:** Columbia, SOREL, Mountain Hardwear & prAna marked at Employee Store pricing.
- **Access:** Guests must show their valid invitation plus ID and can bring up to 4 people with them. (See invitation for more details)
- **Don't miss out on our Annual Summer Sale on now through 9/22!**

Explore More at the Columbia Employee Store 😊