

TO: All New York State Employees enrolled in a Family Health Insurance Plan

FROM: Serena Starr, Personnel Associate

DATE: March 23, 2009

RE: New York State Health Insurance Program (NYSHIP) Dependent Eligibility Verification Project

**URGENT: IMPORTANT MAILINGS FROM THE
DEPARTMENT OF CIVIL SERVICE AND/OR BUDCO COMING
SOON – PLEASE READ**

NYSHIP will be conducting a Dependent Eligibility Verification Project to help ensure that every participant who receives benefits is entitled to those benefits. During the course of the project, NYSHIP enrollees with family coverage will be asked to document the eligibility of all enrolled dependents.

The Department of Civil Service has contracted with BUDCO Health Service Solutions to administer a Dependent Eligibility Verification Project. From April 3-13, 2009, BUDCO will be mailing information packets to your home address regarding a “Special Amnesty Period” for enrollees with family coverage. Please do NOT discard this information. Please review all the information closely and report any ineligible dependent directly to BUDCO (instructions will be enclosed with your information packet) no later than June 12, 2009.

After the Special Amnesty Period ends, you will be required to provide BUDCO with documentation of the eligibility for coverage under NYSHIP for each remaining dependent. BUDCO will be sending you another information packet regarding “Dependent Eligibility Verification” requirements between July and September 2009. Again, please do NOT discard this information. **IF YOU FAIL TO RESPOND OR DO NOT PROVIDE ACCEPTABLE PROOFS OF ELIGIBILITY* FOR YOUR DEPENDENTS, YOUR DEPENDENTS WILL BE REMOVED FROM COVERAGE AND YOU WILL BE RESPONSIBLE FOR REPAYING CLAIMS PAID UNDER NYSHIP FOR THOSE DEPENDENTS AS EARLY AS THE DATE THE DEPENDENT WAS FIRST ADDED TO COVERAGE.** Other penalties could also be imposed.

You will receive more detailed information with your packets of information. Additional information about the project is available online at www.cs.state.ny.us/nyshipeligibilityproject/index.cfm. Contact information for BUDCO will be provided in your information packets. Please contact them directly with any questions.

*Acceptable Proofs of Eligibility that may be requested are marriage certificate, birth certificate and social security card. If you do not currently have these items, you may want to get them soon to avoid loss of dependent coverage.