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February 4, 2009

TO: State Monthly Certifying Officers
State Monthly Human Resources Representatives

FROM: David J. Pointer, CEBS
Chief, Bureau of Health Benefits

SUBJECT: DEPENDENT ELIGIBILITY VERIFICATION AUDIT

As notified in the certifying officer letter dated December 5, 2008, the SHBP has retained Aon Consulting to perform a Dependent Eligibility Verification Audit (DEVA). Each employee/retiree who covers a dependent under their health plan will receive a letter from Aon with specific instructions. They will have until a specified date to furnish Aon with the required legal documentation confirming that their dependents are eligible for coverage under the programs.

The DEVA will be conducted in phases with State employees and retirees being audited beginning in January 2009. This phase is split into stages according to which health plan each employee is enrolled in and their coverage level. As a result, employees will not receive a packet at the same time. However, every employee covering dependents will receive a packet over the next two months. The last stage of letters will be mailed in March 2009.

Please urge your employees to refrain from contacting the SHBP Dependent Eligibility Verification Service Center until they receive a packet from Aon. You may also direct employees to our Web site where there is a link for the Dependent Eligibility Audit and Frequently Asked Questions.