



Life Event Matrix 2019 Update



01/2019

Welcome to the HRA benefit update on the life event matrix.

During the presentation, please type your questions in the Q&A. We will answer questions at the end of the presentation.

If you do not receive a copy of the slides, please email jim.pierson@iowa.gov and I will email you a copy after the presentation.

This presentation is being recorded. A link to the recording will be located at the HR Information for Human Resources Associates web page early next week.

Life events

Enroll in health insurance, dental insurance, life insurance and the flexible spending accounts

- Benefit elections remain to the end of the calendar year and
- Cannot make any changes until the next enrollment and change period

Make a change during the year

- Experience a qualified life event and the
- Benefit change is **consistent** with the event

Reason for the Life Event Matrix

- Pre-tax premiums
- Defined by Section 125 of the Internal Revenue Code



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When an employee enrolls in health insurance, dental insurance, supplemental life insurance and/or the flexible spending accounts, their benefit elections remain in effect to the end of the calendar year and the employee cannot make any changes until the next enrollment and change period.

The employee cannot make any changes until the next enrollment and change period unless he or she experiences a qualified life event and the benefit change requested is consistent with the event. For example, a marriage is a family status change that would allow an employee to change from single health coverage to family health coverage because acquiring a spouse is consistent with a gain in eligibility for health coverage.

Since premiums for health insurance, dental insurance, supplemental life insurance and the flexible spending accounts are taken pre-tax, qualified life events are governed by Section 125 of the Internal Revenue Code.

Life event matrix

Life event matrix was created in the fall of 2007

Periodic updates

Last update was effect Jan. 2016

New update effective Jan. 1, 2019

Major updates matrix addressed in the 2019 matrix

- Common law marriage
- Domestic partner
- Separating spouse and eligible dependents into separate events



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To provide details regarding life events, a qualified life event matrix was created in 2007. There has been periodic updates with the last update being January 1, 2016.

This webcast will present the changes to the life event matrix which will go into effect February 1, 2019.

The major updates of this new matrix revolve around common law marriages, domestic partnerships, and clarification of events affecting spouses and dependents.

Early next week, we will be sending HRAs a red-lined version of the life event matrix.

Common law marriage

Previous matrices did not directly address common law marriage

- Separate listing for common law marriage
- Change in marital status
 - Common law marriage (*Affidavit of Common Law Marriage form is still required*)
- Termination of a common law marriage requires a divorce decree so no separate listing



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Previous matrices did not directly address common law marriages. Since the requirements of a common law marriage require additional paperwork than a regular marriage, a common law marriage became a separate life event.

Under the category, *Change in marital status*, common law marriage is now a separate event. The Affidavit of Common Law Marriage form is still required.

Note there is not a separate category for termination of a common law marriage. Since a common law marriage requires a legal divorce decree, termination of common law marriage falls under the life event of Divorce.

Domestic partnership

- Previous matrices did not address domestic partnership
- Separate listings for domestic partnership
- **Change in marital status**
 - Domestic partnership (*Affidavit of Domestic Partnership form is still required*)
 - Termination of Domestic Partnership (*Affidavit of Termination of Domestic Partnership is still required.*)
 - Death of domestic partner (*Affidavit of Termination of Domestic Partnership is still required.*)



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Previous matrices did not address domestic partnerships. Over time, it is apparent that domestic partnerships and related family events need to be detailed.

The concept is to treat a domestic partnership similar to a marriage but, at the same time, recognize the difference between a domestic partnership and a marriage.

Under the category, *Change in marital status*, there are three events for domestic partners.

1. The beginning of a domestic partnership. The Affidavit of Domestic Partnership form is still required.
2. The termination of a domestic partnership. The Affidavit of Termination of Domestic Partnership form is still required.
3. The death of the domestic partner.

Domestic partnership

- **Change in the number of your dependents**
 - **Addition** of a domestic partner's eligible dependent.
 - Domestic partner's dependent is **no longer eligible** because of age, student status, or marital status.
 - Domestic partner's dependent becomes **eligible again** by becoming a full-time student.
- **Served with a judgment, order or decree**
 - Judgment, decree, or order (including QMCSO) relating to health coverage for child **including a child of a domestic partner.**



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In addition to events related to domestic partners, situations surrounding the children of domestic partners have come up which have not been addressed in the past.

- Domestic partners want to drop a domestic partner's child due to a life event.
- Domestic partners want to add a domestic partner's child due to a life event.

To address these issues, four events are now listed addressing domestic partners' children.

Under the category, *Change number of your dependents*, three events are listed.

1. Addition of a domestic partner's eligible dependent.
2. Domestic partner's dependent is no longer eligible because of age, student status, or marital status.
3. Domestic partner's dependent becomes eligible again by becoming a full-time student.

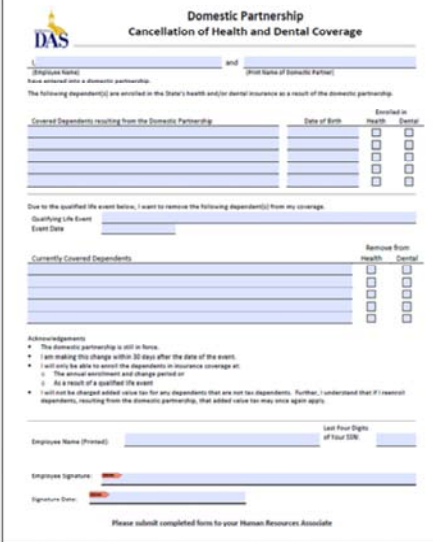
Under the category, *Served with a judgment, order or decree*, one additional item was included.

4. Judgment, decree, or order relating to health and dental coverage for child including a child of a domestic partner.

It is very important to note in regards to the Health FSA and the Dependent Care FSA, the domestic partner's children must be a tax-dependents.

New domestic partnership form 1

Domestic Partnership Cancellation of Health and Dental Coverage (552-0779)



The form is titled "Domestic Partnership Cancellation of Health and Dental Coverage". It includes fields for the employee's name and the name of the domestic partner. A section for "Covered Dependents resulting from the Domestic Partnership" has columns for "Date of Birth", "Enrolled in Health", and "Enrolled in Dental". Below this is a section for "Qualifying Life Event" with a field for "Event Date". Another section for "Currently Covered Dependents" has columns for "Remove from Health" and "Dental". The form also contains an "Acknowledgments" section with several bullet points regarding the 30-day deadline and the annual enrollment period. At the bottom, there are fields for "Employee Name (Printed)", "Last Four Digits of Your SSN", "Employee Signature", and "Signature Date". A note at the bottom states "Please submit completed form to your Human Resources Associate".



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A new form was created - Domestic Partnership Cancellation of Health and Dental Coverage (552-0779).

This form requests a domestic partner's child be removed from health and/or dental due to a life event.

The forms reinforces

1. The domestic partnership is still in force.
2. The change is being made within 30 days after the date of the event.
3. The domestic partner's child can only be re-enrolled
 - During the annual enrollment and change period or
 - As a result of a qualified life event

This form will be located on the DAS Forms web page and the DAS Domestic Partner Health and Dental web page.

New domestic partnership form 2

Domestic Partnership
 Reenrollment in Health
 and Dental Insurance
 (552-0795)

**Domestic Partnership
 Reenrollment in Health and Dental Insurance**

I have experienced the following life event that permits adding family members to my health and dental coverage.

Qualifying Life Event: _____
 Event Date: _____

- I want to reenroll my domestic partner and his/her children in the State's health and/or dental insurance plans.
- I am making this change within 30 days after the date of the event.
- I currently have an Affidavit of Domestic Partnership on file.

I understand that enrollment is subject to all of the State of Iowa Group Insurance Plan rules and regulations. Further, I understand that I will not be able to cancel their coverage until the next annual Enrollment and Change period unless there is a qualifying event that would allow for cancellation.

Domestic partner and his/her children	Date of Birth	Enroll in	
		Health	Dental
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

Tax Consequences:
 I hereby certify that my domestic partner and domestic partner's children whom I am enrolling for health and/or dental insurance coverage:

Qualify as dependents under IRC Section 152 (as modified by 1050N)

Do Not Qualify as dependents under IRC Section 152 (as modified by 1050N)
 Please note that if your domestic partner and children do not qualify as dependents under IRC Section 152 (as modified by 1050N), you will pay Federal, state, and FICA taxes on the amount (the added value) that provides coverage to your domestic partner and his/her children.

I understand that falsely certifying dependency status may result in adverse tax consequences and potential charges of tax fraud. I further agree to notify the state of Iowa immediately of any change in this tax status.

Employee Name (Printed): _____ Last Four Digits of Your SSN: _____

Employee Signature: _____
 Signature Date: _____

Please submit completed form to your Human Resources Associate

552-0795 01/2018



To reenroll a domestic partner's child as a result of a life event, the Domestic Partnership Reenrollment in Health and Dental Insurance form was created.

In addition to reenrolling a domestic partner's child as a result of a life event, the employee must indicate whether the child is or is not a tax dependent.

This form will also be located on the DAS Forms web page and the DAS Domestic Partner Health and Dental web page.

Break-out of spouse / dependent

- Previous matrices combined spouse and dependent children together
- Spouse and Dependents are separate listings
- **Change in your spouse's or dependent's status**
 - Spouse ~~or dependent~~ commences employment.
 - Your **spouse** loses health coverage.
 - Your **spouse** loses eligibility for creditable health coverage.
 - Your **spouse's** employer or group sponsor ceases contribution to creditable health coverage.



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The previous matrices combined spouse and dependent children together. With the Affordable Care Act's provision of children being able to remain on their parents health and dental plans through the end of the calendar year in which they turn age 26, it has become apparent of the need to list events affecting eligible dependents separately.

In the *Change in your spouse's or dependent's status* category, four events for spouses are now listed.

1. Spouse commences employment.
2. Your spouse loses health coverage.
3. Your spouse loses eligibility for creditable health coverage.
4. Your spouse's employer or group sponsor ceases contribution to creditable health coverage.

FYI – Creditable health coverage are health plans that comply with Affordable Care Act.

Break-out of spouse / dependent

- Previous matrices combined spouse and dependent children together
- Spouse and Dependents are separate listings
- **Change in your spouse's or dependent's status**
 - Your **dependent** commences employment.
 - Your **dependent** loses health coverage.
 - Your **dependent** loses eligibility for creditable health coverage.
 - Your **dependent's** employer or group sponsor ceases contribution to creditable health coverage.



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In the *Change in your spouse's or dependent's status* category, four events for dependents are now listed.

1. Your dependent commences employment.
2. Your dependent loses health coverage.
3. Your dependent loses eligibility for creditable health coverage.
4. Your dependent's employer or group sponsor ceases contribution to creditable health coverage.

Additional events

- Change in your spouse's or dependent's status
 - Spouse's benefit election for a period of coverage is **different** from the period of coverage under the State's benefits plan.
- Change in cost by your dependent care provider
 - Newly eligible dependent requiring dependent care service. *(No change is allowed except to Dependent FSA.)*
- Change in the number of your dependents
 - Placement of a foster child in your home by an approved agency
 - Death of **any** covered member ~~Dependent or child's death~~



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Finally, there are some additional changes you should be aware of.

An important addition is under the *Change in your spouse's or dependent's status* category.

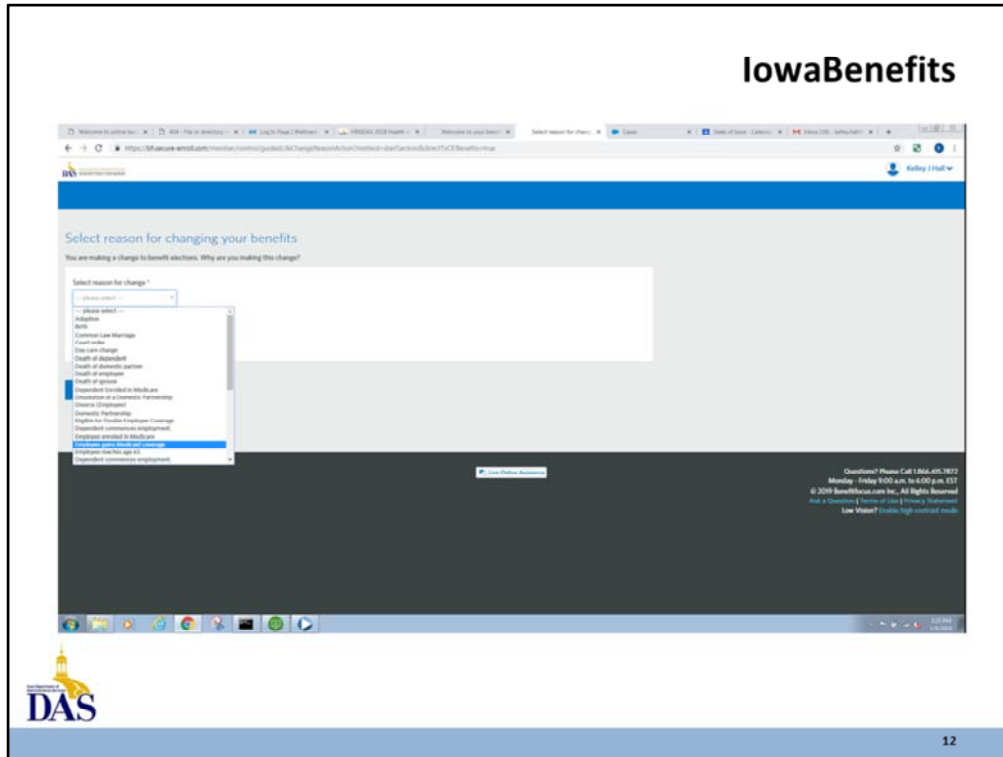
If a spouse's benefit election period is different from the State's enrollment and change period, this event is a life event. Many times, an employee wants to make a change after the State's enrollment and change period due to the spouse's enrollment and change period at his/her employer.

Another change is under the *Change in cost by your dependent care provider*. This change allows an employee to enroll or increase the amount to their dependent care FSA if the employee adds an additional child sometime during the year. Events would be:

- Birth
- A child placed for adoption or a legally adopted child
- A child for whom the employee has legal guardianship
- A stepchild
- A foster child

In the *Change in the number of your dependents* category, the addition of placement of a foster child in your home by an approved agency is a life event.

Finally, the death of any covered member is a life event.



Employees can go into IowaBenefits and enter their life events the same way as they could previously.

IowaBenefits has been updated to now reflect the life events discussed in this presentation:

- Common Law Marriage
- Domestic Partnership
- Death of Domestic Partner
- Dissolution of Domestic Partnership

When making these life event updates IowaBenefits will now prompt the employee that documentation is required thus notifying the HRA their level of approval is needed. No updates will appear in the system until the HRA has processed the approval.

After receiving the proper documentation from the employee, these forms need to be scanned to DAS for benefit level approval. The effective date of these events will be the first of the month following when the document was notarized in the case of common law marriage or signed in cases of a domestic partnership.

In addition, taxables will be required when adding a domestic partnership and need to be removed with the death of domestic partner or dissolution of domestic partnership.

Life events web page

The format of the Employee Benefits' Life Event Matrix will change.

Life Events

Employee Benefits' Life Event Matrix

You can make changes to certain benefit elections during the year only if you experience a life event. You can request changes that are consistent with your life event by making changes to your benefit elections within 30 days after the date of the event (60 days for birth and adoption for health and dental). Depending upon the life event, you may be required to submit documentation of the event. If you do not make the changes in a timely manner, you will not be able to change your benefits until the next annual enrollment and change period or designated open dental enrollment opportunity. Contact your Human Resources Associate for assistance in making timely changes.

Life Events [Expand All](#)

- Change in Marital Status
- Change in Number of Dependents
- Change in Employment Status
- You or Your Spouse's Retirement
- Commencing or Returning from a Leave of Absence
- Change in Your Spouse's or Dependent's Status
- Change in Residence of You, Your Spouse, or Your Dependent
- Served with a Judgment, Order or Decree
- Entitled to Medicare or Medicaid
- Change in Cost by Your Dependent Care Provider



Shortly, the Life Events web page will change to include a drop-down function.

Questions



Let's open our presentation to questions. If you have any questions, please type them in the Q&A section.

Thanks

THANKS
for
ATTENDING

