

DEI MEMO 24-01

To: ICs and HRGs

FROM: Department of Employee Insurance (DEI)

RE: Life Insurance Dependent Audit

DATE: March 26, 2024

We are conducting an audit of dependent life insurance plans to ensure members still have dependents who meet the definition of a qualified dependent. The last audit of dependent life insurance plans was in 2019.

The attached letter is being mailed on April 1, 2024, to any member who currently has an active optional dependent life insurance plan.

In most cases, the dependent plan will terminate the last day of the month from the member's signature date on the letter, unless supporting documentation can be provided showing an earlier date of ineligibility, but no greater than 120 days.

If you have any questions, contact the Optional Insurance Branch at 888-581-8834 Option 5.