

LIFE EVENT: NEW CHILD

Getting married. Having a baby. Preparing for retirement. These are the moments in life when your benefits matter most. With that in mind, we have developed the DGA-PPHP Life Events fact sheets to help ensure that you get all of the information you need, when you need it. If you still have questions, please do not hesitate to contact us at (877) 866-2200.

WHAT YOU NEED TO KNOW: HEALTH PLAN

- Unless you are covered under Certified Retiree or Retiree Carry-Over coverage, your new child is eligible for coverage under your Health Plan coverage.
- You have 31 days from the date of birth/adoption to enroll your child under your health coverage. If you miss the 31-day enrollment deadline, you will not be able to add your dependent until your next open enrollment period. If you would like the form faxed, mailed or e-mailed to you, please contact a participant services representative at the telephone number above. In addition, you may download the form from **dgaplans.org**.
- At enrollment, you will be asked to provide a copy of your child's birth certificate or certificate of adoption. If you do not have an official copy at that time, you can provide alternate proof (such as a hospital birth announcement or adoption papers), but an official copy will be required within 6 months.
- The dependent premium is due on behalf of your dependents. The amount of the premium is based on the number of dependents that are enrolled under your coverage. Please note that the dependent premium can be paid in six-month increments, but not for a lesser period of time.
- If you choose not to initially cover your child under your health coverage because he or she is covered under other health coverage, you will be able to add him or her to your coverage at the time that the other coverage ends. You must notify the Health Plan within 60 days after the other coverage ends and you must provide a copy of your child's Certificate of Coverage from the other health plan.

WHAT YOU NEED TO KNOW: PENSION PLAN

- If you would like to list your new child as a beneficiary, you must file a beneficiary designation form with the Pension Plan. Please note that if you are married and would like your new child to be your primary beneficiary, you will need to obtain spousal consent. If you would like the form faxed, mailed or e-mailed to you, please contact a participant services representative at the telephone number above. In addition, you may download the form from **dgaplans.org**.

The information on this sheet is only a summary of Pension and Health Plan rules. For detailed information, please refer to the Health Plan and Pension Plan Booklets and their updates which can be found on dgaplans.org/forms.