



September 9, 2016

First Last

Address

City, State ZIP

Time Sensitive Information Enclosed

RE: Important Announcement Regarding Your Family's Health Care Coverage
Dependent Eligibility Audit
All employees and retirees currently enrolled in a Peralta Group Medical or Dental Plan

Dear First:

Peralta Community College District health care plans are an important benefit for our employees, retirees and dependents. As the cost of health care increases, it is a continual challenge to keep the costs of these plans affordable and to ensure that the plans are providing value for the money that both you and Peralta Community College District spend.

To verify that our health care plans are operating cost effectively, in compliance with regulations, and our Summary Plan Descriptions, Peralta Community College District must periodically audit various aspects of the plans. Some of these audits require the active involvement of the plan participants.

In approximately one week, those of you with dependent coverage under any of our plans will receive a Dependent Eligibility Audit packet mailed to the home address on record as of August 31, 2016. This packet will allow us to confirm that all of the dependents enrolled for coverage are, indeed, eligible for the coverage based on our plan guidelines. If you do not have any dependents, you should not receive a Dependent Eligibility Audit packet. You are exempt for the audit if you or your eligible dependents were enrolled on or after July 1, 2016.

Please be assured that the purpose of this audit is **not** to drop coverage for any family members that meet the plan definitions for eligibility. However, these audits generally find a significant number of dependents that do not actually meet the plan definitions and should be removed from the plan. We realize that, in the majority of situations, the ineligible dependent(s) is covered due to an oversight. **For example, you may have forgotten to update your benefit information following a divorce or marriage.** This audit will allow us to update our dependent information while ensuring that both the District and our employees are not paying higher costs because of dependents that should not be covered under the plan.

We have requested that CoreSource, Inc. perform this audit for all Peralta medical, dental and vision plans. [CoreSource is a leading third party administrator of health care benefits with extensive eligibility and auditing experience.] Upon receipt of the Dependent Eligibility Audit packet in your mail at home, **please open it promptly, and review the steps you must take to verify that your dependents are eligible for coverage.** If, after reviewing the information provided, you realize that one or more of your dependents is (are) not eligible

for coverage, simply note this on the form provided in the packet, and return it in the postage-paid envelope provided. Please note that Peralta Community College District is providing a one-time amnesty opportunity and will not take any adverse action based on benefits received or information submitted regarding ineligible dependents that you choose to drop by the audit deadline of Friday, October 14, 2016 **Naming an ineligible dependent may result in your repaying District premium or claims costs.**

Enclosed are some frequently asked questions (FAQ's) that will be helpful to you in preparing for the audit. Detailed instructions will be provided in your Dependent Eligibility Audit packet. Additionally, the experts at CoreSource will be available, via phone and e-mail, to assist you with any questions. Your **privacy** is important to us. Peralta maintains business agreements with our partners to ensure that your information is safeguarded and protected.

We appreciate your understanding and cooperation as we work together to manage our health care plan costs and continue to strive to provide affordable and comprehensive benefits for all employees of Peralta Community College District.

Once you receive a packet, and if you have questions, regarding...

- documentation, verification of receipt of your information, to request a duplicate packet or to clarify documentation to be submitted, then contact CoreSource:
 - Dependent Eligibility Audit experts DependentAuditsBalt@coresource.com 866-434-1211
- benefit plan features or the reinstatement process, then contact the Peralta District Benefits Office:
 - Staff Assistant Ronnie Roberts McCain benefits@peralta.edu 510 466 7229
 - Benefits Manager Jennifer Benford Seibert jseibert@peralta.edu 510 587 7868

Very truly yours,

/Internet Copy/

Trudy Largent, Esq.

Vice Chancellor for Human Resources and Employee Relations

Enclosure: Dependent Eligibility Audit Frequently Asked Questions