Employees may enroll in or add/remove dependents to Medical, Dental & Vision benefits within 60 days of a qualifying event.

- Supporting documents must be provided and are subject to insurance carrier approval.

Type of qualifying events:

- Marriage or domestic partner registration
- Divorce
- Newborn addition
  - Newborn is covered under the Subscriber until the end of the birth month. Enrollment forms must be completed within 60 days of birth to continue coverage.
- Adoption
- Acquire guardianship of a child
- Open enrollment period for spouse/domestic partner
- Significant cost change
- Significant curtailment of coverage
- Coverage change of spouse/domestic partner or dependent under another employer’s plan
- HIPAA special enrollment rights
- Entitlement to Medicare or Medicaid
- A COBRA qualifying event
- Loss of other coverage (hardship)