

MEMORANDUM

**BENEFITS
DEPARTMENT**

Date January 1, 2011

TO: All District Staff

FROM: Shawn Roderick
Benefits and Wellness Administrator

RE: Newborn Coverage Procedures

Newborn Coverage

Participants in the Blue Springs School District have the option of covering their newborn children for the first 31 days of birth and beyond. Newborns are not automatically covered or enrolled under the Blue Springs School District Health Plan. The district requires that the participant contact the Blue Springs School District within 31 days of the birth and request that the newborn be added to their plan. The participant will inform the district whether they would like to cover the newborn for the first 31 days only or whether they would like to continue the coverage past the 31 day period. If the district is not contacted within the first 31 days of birth the newborn will not be allowed to be added.

Payment

If the participant requests that the newborn be covered for the first 31 days only, the participant will be required to pay the respective premium and benefits will be based on the family out of pocket limits or deductibles on the plan the participant is currently enrolled in.

If the participant requests that the newborn be added and continued past the 31 days period the benefit will be deducted through payroll processing. Benefits will be based on the family out of pocket limits or deductibles on the plan the participant is currently enrolled in.

Premiums for the first month will be based on the date of birth as described below:

- Birth Date: 1st through 14th of the month (Full Premium)
- Birth Date: 15th through Last Date of Month (Half Premium)

Regards,

Shawn Roderick
Benefits and Wellness Administrator