

Your health coverage

Adding dependents to your health coverage

Who needs to verify dependents?

Any employee that is adding a new dependent to their AWC Trust benefit plans (medical, dental, vision) must provide specific documentation to show that their dependent qualifies as an eligible dependent.

How do I verify my dependents?

If you are a new or existing employee adding dependents due to a qualifying event or annual open enrollment, you will receive a Verification Request Notice letter in the mail with instructions on how to submit the required documentation. If you do not return the documentation prior to the letters stated deadline, all unverified dependents will be dropped from coverage.

Who is eligible for coverage?

The types of dependents that are required to be verified as eligible are:

- legal spouses/domestic partners
- biological children
- stepchildren
- adopted children/legal wards

Dependent Verification Center

The Trust uses an outside vendor to gather all dependent verification materials safely and securely. Upload your documentation to the Dependent Verification Portal by following the link in the initial Verification Request Notice letter you received in the mail at your home. Once you login to this site a secure email option is provided.

Why do my dependents need to be verified?

The AWC Trust and our health insurance partners require dependent verification to ensure that only eligible dependents are covered. This is important to make sure you do not add anyone to your coverage who is not eligible, because claims would not be paid. If you do not return the documentation prior to the deadline, all unverified dependents will be dropped from coverage.



Questions? Check out this resource!

Scan the QR code to watch a short video about what to expect and the documents you can provide. Contact the Dependent Verification Center customer care at 1.800.725.5810 with any questions.

