

## Marriage

These qualifying mid-year event election changes are permitted when you get married. **FSA changes must be on account of and correspond with the event.**

### **Health Insurance Coverage:**

- You may enroll.
- You may add your new spouse and other eligible family members  
*And*
- Change your plan. HMO members are required to select a primary care physician.

*Note:* Contact your agency's Benefits Administrator to waive coverage if enrolling under your spouse's plan.

### **Health Flexible Spending Account:**

- You may enroll or increase your election amount to cover a change in eligible medical expenses for newly eligible spouse or dependents.
- You may decrease your election if you or your dependents become covered under your new spouse's plan.

### **Dependent Care Flexible Spending Account:**

- You may enroll or increase your election amount to cover a change in eligible dependent care expenses.
- You may reduce or cancel your election amount if your spouse will carry the account.

### ***Important Things To Know About Making An Election Change Request For This Event***

- 1. What documentation is required?** A copy of your marriage certificate. If adding dependents, you must provide documentation that they are eligible for the state health plan.
- 2. How to submit the request.** Starting with the day you get married, you have 60 calendar days to use EmployeeDirect, or complete a paper Enrollment Form and submit it to your agency's Benefits Administrator.
- 3. When approved changes take effect.** Changes are effective the first of the month following receipt of your request or following the event, whichever is later. When the later date is the first of the month, changes are effective that day. Health Insurance and FSA elections are separate elections and may be submitted together or separately within the allotted timeframe. Changes are irrevocable once the effective date of the change has occurred.
- 4. Where to learn more.** Visit [www.dhrm.virginia.gov](http://www.dhrm.virginia.gov). The Employee Benefits link includes answers to frequently asked questions and helpful information about handling a life-changing event. For more details, contact your agency's Benefits Administrator.

**Reminder:** If you miss this opportunity to submit your change request, your next chance will be at Open Enrollment or with another consistent Qualifying Mid-Year Event, whichever comes first. If you already have a family membership and need to add eligible dependents, please see your agency's Benefits Administrator for additional information.