

## Death of Spouse

These qualifying mid-year event election changes are permitted when a spouse covered under your plan dies.

### Health Care Coverage:

- You may enroll or change your plan. HMO members are required to select a primary care physician.
- You may add eligible family members who lost their coverage due to the death of your spouse.
- You may remove only your deceased spouse.

### Medical Flexible Reimbursement Account:

- You may enroll or increase your election amount to cover a change in eligible medical expenses as a result of the loss of health care coverage under your spouse's plan. Sign-up following your enrollment to get the EZ Reimburse MasterCard.
- You may reduce or cancel your election amount to cover the loss of your spouse's eligible medical expenses.

### Dependent Care Flexible Reimbursement Account:

- You may enroll, increase, reduce or cancel your election amount to cover a change in eligible dependent care expenses.

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

- 1. *What documentation is required.*** Documentation validating the death (newspaper article, obituary, death certificate).
- 2. *How to submit the request.*** Within 31 days of your spouse's death, use [EmployeeDirect](#) or complete a paper [Enrollment Form](#).
- 3. *When approved changes take effect.*** Changes in *health care coverage* are effective the first of the month following your spouse's death. Changes in *flexible reimbursement accounts* 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.
- 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, contact your agency's Benefits Administrator immediately.