

## Medical Plan 2

	<b>Plan 2</b>
<b>Medical Network</b>	First Health Network
<b>Network Provider Must Accept Plan</b>	Yes
<b>Pre-Existing Limitation</b>	<b>None</b>
<b>Wellness Care</b> (once per year)	\$100
<b>Inpatient Benefits</b>	
<b>First Hospital Admission</b> (once per year)	\$250
<b>Daily Room &amp; Board Maximum</b>	\$500 per day
<b>Daily Intensive Care Unit<sup>2</sup></b>	\$600 per day
<b>Surgery</b>	\$3,000 per day
<b>Anesthesiology</b>	\$600 per day
<b>Skilled Nursing<sup>3</sup></b>	\$100 per day
<b>Outpatient Benefits</b>	
<b>Annual Outpatient Maximum</b>	\$2,000
<b>Physician Office Visit<sup>1</sup></b> (includes lab and x-ray performed in the physician's office)	\$100 per day
<b>Diagnostic Lab<sup>1</sup></b> (performed outside the physician's office)	\$75 per day
<b>Diagnostic X-ray<sup>1</sup></b> (performed outside the physician's office)	\$200 per day
<b>Ambulance Services<sup>1</sup></b>	\$300 per day
<b>Emergency Room Benefit - Sickness<sup>1</sup></b>	\$200 per day
<b>Emergency Room Benefit - Accident<sup>1</sup></b>	\$500 per day
<b>Outpatient Surgery<sup>1</sup></b>	\$500 per day
<b>Anesthesiology<sup>1</sup></b>	\$200 per day
<b>Physical, Occupational, and Speech Therapy<sup>1</sup></b>	\$50 per day
<b>Prescription Drug</b>	
<b>Annual Maximum</b>	\$600
<b>Prescription Drug Benefits</b>	\$20 per day
<b>Prescription Drug Network</b>	Caremark
<b>Employee Only Weekly Rates</b>	<b>\$20.91</b>
<b>Employee Plus One Weekly Rates</b>	<b>\$42.44</b>
<b>Employee Plus Family Weekly Rates</b>	<b>\$56.67</b>

<sup>1</sup> up to annual outpatient maximum <sup>2</sup> pays in addition to standard care benefit <sup>3</sup> payable for stays in a skilled nursing facility after a hospital stay

## Dental, Vision, Term Life, & AD&D

Dental Benefits			
<b>Annual Maximum Benefit</b>	\$750	<b>Deductible</b>	\$50
	<b>Waiting Period</b>	<b>Co-insurance</b>	
<b>Coverage A</b>	None	80%	Exams, Intraoral Films and Bitewings
<b>Coverage B</b>	3 months	60%	Fillings, Oral Surgery, Repairs for Crowns, Bridges & Dentures
<b>Coverage C</b>	12 months	50%	Periodontics, Crowns, Bridges, Endodontics and Dentures
<b>Employee Only</b>	<b>\$5.23</b>		
<b>Employee + One</b>	<b>\$10.46</b>		
<b>Employee + Family</b>	<b>\$17.26</b>		

Vision Benefits		Weekly Rates
	In-Network	Out-of-Network
<b>Eye Examination for Glasses <sup>1</sup> (including dilation)</b>	Co-pay: \$10, plan pays 100%	Plan pays \$35, you pay remaining balance
<b>Frames<sup>2</sup></b>	Plan pays \$110 allowance <sup>4</sup>	Plan pays \$55
<b>Standard Plastic Lenses for Glasses<sup>1</sup></b>	Co-pay: \$25, plan pays 100%	Co-pay: \$0, plan pays \$25-\$55 <sup>3</sup>
<b>Standard Contact Lens Fit<sup>1</sup></b>	Plan pays up to \$55	You pay 100% of the price
<b>Premium Contact Lens Fit<sup>1</sup></b>	Plan pays 10% off the price	You pay 100% of the price
<b>Contact Lenses or Disposable Lenses<sup>1</sup></b>	Plan pays \$110 allowance <sup>4</sup>	Plan pays \$88
<b>Contact Lenses Medically Necessary<sup>1</sup></b>	Plan pays 100%	Plan pays \$200
<b>Employee Only</b>	<b>\$2.35</b>	
<b>Employee + One</b>	<b>\$4.00</b>	
<b>Employee + Family</b>	<b>\$5.64</b>	

Term Life Benefits			Weekly Rates
<b>Employee Amount</b>	\$10,000 (reduces to \$7,500 at 65; \$5,000 at age 70)	<b>Child Amount (6 months to 26 years old)</b>	\$5,000
<b>Spouse Amount</b>	\$5,000 (terminates at age 70)	<b>Infant Amount (15 days to 6 months)</b>	\$1,000
<b>Employee Only</b>	<b>\$0.60</b>	<b>Employee + Family</b>	<b>\$1.80</b>
<b>Employee + One</b>	<b>\$0.90</b>		

Accidental Death & Dismemberment			
<b>Employee Amount</b>	\$20,000	<b>Child Amount (6 months to 26 years old)</b>	\$5,000
<b>Spouse Amount</b>	\$20,000	<b>Infant Amount (15 days to 6 months)</b>	\$2,500

Accidental Death & Dismemberment is part of the Term Life Benefit

<sup>1</sup> Once every 12 months. <sup>2</sup> Once every 24 months <sup>3</sup> Single Vision: \$25, Bifocal: \$40, Trifocal: \$55

<sup>4</sup> Discount on balance above allowed amount; Frames: 20%, Conventional Contact Lenses: 15%

## Questions with Answers

### **Q: Do all employees have to complete an enrollment form?**

A: Yes. By obtaining acknowledgement of either an acceptance or declination from each employee completes new-hire paperwork, you are limiting the liability you and your employer face. We never want an employee or family member of your agency to come back to you and say they were discriminated against and never offered insurance. It is in your company's best interest to make sure that all employees fill out the enrollment form and either elect or decline coverage.

### **Q: When can an employee enroll for benefits?**

A: Employees may sign up for coverage during their first thirty (30) days of employment or during the company-wide open enrollment period. Employees who choose not to elect coverage during their own 30-day open enrollment period, or a company-wide open enrollment, will be asked to wait until the next company-wide open enrollment period before being allowed to elect coverage. Leaving one job assignment and immediately starting another does not constitute a "new" 30-day open enrollment period. If an employee has been terminated or laid off from an assignment and returns on a new assignment, after 6 or more weeks, he/she may re-enroll as a new hire. ESC/PAI considers an employee's first day on a job assignment, regardless of length, the start of their personal 30-day open enrollment period. This is why we encourage you to make sure ALL employees filling out new-hire paperwork complete an Essential StaffCARE enrollment form.

### **Q: Will an employee's insurance be canceled if a premium payment is missed?**

A: No. Coverage cannot be cancelled until the employee has missed six consecutive premium deductions. In the event that an employee misses a deduction(s), the employee may make direct payments to PAI, as long as there has been at least one payroll deduction made through their employer. It is the employee's responsibility to contact PAI to make arrangements for direct payments. PAI will NOT contact your employee if a premium payment is missed. Employees may not initiate coverage through a direct payment. If an employee chooses not to make payments for the week(s) they have a break, no benefit will be paid for claims incurred and submitted during the break in coverage. Payments must be received within 45 days of the date of the paycheck from which a premium deduction would have been made. If an employee comes back to work between one (1) and six (6) weeks, payroll deductions will automatically begin again and be applied on a going forward basis (the Monday following the next deduction). Deductions will only be taken weekly and will NOT be "caught up" by the employer or posted to back weeks.

## Questions with Answers

### **Q: When will an employee and his/her eligible dependents be eligible for COBRA?**

A: Employees become eligible to receive a COBRA offer if they have had at least one payroll deduction through their employer and have missed six consecutive premium payroll deductions. Once there is a six week break with no payroll premium reported, a COBRA letter is automatically generated and sent by PAI to the member's home address. If the employee or dependent is eligible, he or she may elect COBRA within sixty days from the date of their letter and the applicable premium must be remitted in full to the address provided in their letter. COBRA participants or "qualified beneficiaries", are not billed for their COBRA payment and must take responsibility to keep premium current. COBRA participants may generally stay on COBRA for up to 18 months from the date of a qualifying event that causes loss of coverage. A second qualifying event may allow extended COBRA coverage for up to 36 months. Qualifying events for COBRA are termination of employment, loss of coverage due to a reduction of hours, death of the employee, divorce or legal separation, change in status of a dependent, Medicare entitlement, retired employees, and for employer bankruptcy.

### **Q: Who is considered an "eligible dependent"?**

A: Your eligible dependents are your spouse and your children under age 26.

### **Q: When can an enrollee add coverage for himself/herself or dependents?**

A: An enrollee may add coverage for himself/herself during an annual open enrollment period or during a life changing event, such as birth, marriage, death, divorce, adoption, Medicare entitlement or loss of prior coverage. Proof of the event must be provided and enrollment or change must occur within thirty days of such event.

**ACA Required Wellness and Preventive Benefits**

**Adults**

**The MEC Plan covers 100% of the allowed amount in network; 40% out of network**

<b>Abdominal Aortic Aneurysm</b>	One time screening for men of specified ages who have ever smoked
<b>Alcohol Misuse</b>	Screening and counseling
<b>Aspirin</b>	Use for men and women of certain ages
<b>Blood Pressure</b>	Screening for all adults
<b>Cholesterol</b>	Screening for adults of certain ages or at higher risk
<b>Colorectal Cancer</b>	Screening for adults over 50
<b>Depression</b>	Screening for adults
<b>Type 2 Diabetes</b>	Screening for adults with high blood pressure
<b>Diet</b>	Counseling for adults at higher risk for chronic disease
<b>HIV</b>	Screening for all adults at higher risk
<b>Immunization</b>	Vaccines for adults' doses, recommended ages, and recommended populations vary: Hepatitis A, Hepatitis B, Herpes Zoster, Human Papillomavirus, Influenza (Flu shot), Measles, Mumps, Rubella, Meningococcal, Pneumococcal, Tetanus, Diphtheria, Pertussis, Varicella
<b>Obesity</b>	Screening and counseling for all adults
<b>Sexually Transmitted Infection (STI)</b>	Prevention counseling for adults at higher risk
<b>Tobacco Use</b>	Screening for all adults and cessation
<b>Syphilis</b>	Screening for all adults at higher risk

**Women, Including Pregnant Women**

**The MEC Plan covers 100% of the allowed amount in network; 40% out of network**

<b>Anemia</b>	Screening on a routine basis for pregnant women
<b>Bacteriuria</b>	Urinary tract or other infection screening for pregnant women
<b>BRCA</b>	Counseling about genetic testing for women at higher risk
<b>Breast Cancer Mammography</b>	Screenings every 1 to 2 years for women over 40
<b>Breast Cancer Chemoprevention</b>	Counseling for women at higher risk
<b>Breastfeeding</b>	Comprehensive support and counseling from trained providers, as well as access to breastfeeding supplies, for pregnant and nursing women
<b>Cervical Cancer</b>	Screening for sexually active women
<b>Chlamydia Infection</b>	Screening for younger women and other women at higher risk
<b>Contraception</b>	Food and Drug Administration approved contraceptive methods, sterilization procedures, and patient education and counseling, not including abortifacient drugs
<b>Domestic and Interpersonal Violence</b>	Screening and counseling for all women
<b>Folic Acid</b>	Supplements for women who may become pregnant
<b>Gestational Diabetes</b>	Screening for women 24 to 28 weeks pregnant and those at high risk of developing gestational diabetes
<b>Gonorrhea</b>	Screening for all women at higher risk
<b>Hepatitis B</b>	Screening for pregnant women at their first prenatal visit
<b>Human Immunodeficiency Virus (HIV)</b>	Screening and counseling for sexually active women
<b>Human Papillomavirus (HPV) DNA Test</b>	High risk HPV DNA testing every three years for women with normal cytology results who are 30 or older
<b>Osteoporosis</b>	Screening for women over age 60 depending on risk factors
<b>Rh Incompatibility</b>	Screening for all pregnant women and follow-up testing for women at a higher risk
<b>Tobacco Use</b>	Screening and interventions for all women, and expanded counseling for pregnant tobacco users
<b>Sexually Transmitted Infections (STI)</b>	Counseling for sexually active women
<b>Syphilis</b>	Screening for all pregnant women or other women at increased risk
<b>Well-Woman Visits</b>	To obtain recommended Preventive services for women under 65

**ACA Required Wellness and Preventive Benefits**

**Children**

**The MEC Plan covers 100% of the allowed amount in network; 40% out of network**

<b>Alcohol and Drug Use</b>	Assessments for adolescents
<b>Autism</b>	Screening for children at 18 and 24 months
<b>Behavioral</b>	Assessments for children of all ages: 0-11 months; 1 to 4 years; 5 to 10 years; 11 to 14 years; 15 to 17 years
<b>Blood Pressure</b>	Screenings for children: 0-11 months; 1 to 4 years; 5 to 10 years; 11 to 14 yers; 15 to 17 years
<b>Cervical Dysplasia</b>	Screening for sexually active females
<b>Congenital Hypothyroidism</b>	Screening for newborns
<b>Depression</b>	Screening for adolescents
<b>Developmental</b>	Screening for children under age 3, and surveillance throughout childhood
<b>Dyslipidemia</b>	Screening for children at higher risk of lipid disorders. Ages: 1 to 4 years; 5 to 10 years; 11 to 14 years; and 15 to 17 years
<b>Fluoride Chemoprevention</b>	Supplements for children without fluoride in their water source
<b>Gonorrhea</b>	Preventive medication for the eyes of all newborns
<b>Hearing</b>	Screening for all newborns
<b>Height, Weight, and Body Mass Index</b>	Measurements for children ages: 0-11 months; 1 to 4 years; 5 to 10 years; 11 to 14 years; 15 to 17 years
<b>Hematocrit or Hemoglobin</b>	Screening for children
<b>Hemoglobinopathies</b>	Or Sickle Cell screening for newborns
<b>HIV</b>	Screening for adolescents at higher risk
<b>Immunization</b>	Vaccines for children from birth to age 18-- doses, recommended ages, and recommended populations vary: Diphtheria, Tetanus, Pertussis, Haemophilus Influenzae Type B, Hepatitis A, Hepatitis B, Human Papillomavirus, Inactivated Poliovirus, Influenza (Flu Shot), Measles, Mumps, Rubella, Meningococcal, Pneumococcal, Rotavirus, Varicella
<b>Iron</b>	Supplements for children ages 6 to 12 months at risk for anemia
<b>Lead</b>	Screening for children at risk of exposure
<b>Medical History</b>	For all children throughout development: Ages: 0-11 months; 1 to 4 years; 5 to 10 years; 11 to 14 years; 15 to 17 years
<b>Obesity</b>	Screening and counseling
<b>Oral Health</b>	Risk assessment for young children: Ages: 0 to 11 months; 1 to 4 years; 5 to 10 years
<b>Phenylketonuria (PKU)</b>	Screening for this genetic disorder in newborns
<b>Sexually Transmitted Infection (STI)</b>	Prevention counseling and screening for adolescents at higher risk
<b>Tuberculin</b>	Testing for children at higher risk of tuberculosis: Ages 0 to 11 months; 1 to 4 years; 5 to 10 years; 11 to 14 years; and 15 to 17 years
<b>Vision</b>	Screening for all children

<b>Monthly Rates</b>					
<b>Employee Only</b>	<b>\$69.94</b>	<b>Employee + 1</b>	<b>\$109.88</b>	<b>Employee + Family</b>	<b>\$242.21</b>

# MEC Wellness/Preventive Plan Questions with Answers

**Q: How do I enroll?**

A: Enrolling in the MEC Wellness/Preventive Plan is easy. You can enroll by completing an Essential StaffCARE MEC Wellness/Preventive Plan application and returning it to your manager.

**Q: When can I enroll in the plan?**

A: You are eligible to enroll in the MEC Wellness/Preventive Plan program within 30 days of your hire date or during your employer's annual 30 day open enrollment period. If you do not enroll during one of these time periods, you will have to wait until the next annual open enrollment, unless you have a qualifying life event. You have 30 days from the date of the qualifying life event to enroll.

**Q: What is a qualifying life event?**

A: A qualifying life event is defined as a change in your status due to one of the following:

- Marriage or divorce
- Birth or adoption of a child(ren)
- Termination
- Death of an immediate family member
- Medicare entitlement
- Employer bankruptcy
- Loss of dependent status
- Loss of prior coverage

In addition, you may request a special enrollment (for yourself, your spouse, and/or eligible dependents) within 60 days (1) of termination of coverage under Medicaid or a State Children's Health Insurance Program (SCHIP), or (2) upon becoming eligible for SCHIP premium assistance under this benefit.

**Q: Are dependents covered?**

A: Yes. Eligible dependents include your spouse and your children up to age 26.

**Q: When does coverage begin?**

A: Coverage begins the 1st of the month following receipt of your first monthly payment.

**Q: Can I make changes or cancel coverage?**

A: You will only have 30 days from your hire date to enroll, add additional benefits or add additional insured members. After this time frame, you will only be allowed to enroll, add benefits or add additional insured members during your annual open enrollment period or within 30 days of a qualifying life event.

## MEC Wellness/Preventive Plan Questions with Answers

**Q: How can I make changes or enroll if I initially decline?**

A: To make changes or enroll if you initially declined, contact your employer and request a change form. Changes are effective the 1st of the month following the date of the change request. You can cancel or reduce coverage at any time. Please remember that you may only enroll or increase your coverage level during an open enrollment period or within 30 days of a qualifying life event.

**Q: Is there a pre-existing clause for the medical benefit?**

A: There are no restrictions for pre-existing conditions in this plan. Even if you were previously diagnosed with a condition, you can receive coverage for related services as soon as your coverage goes into effect.



## Minimum Value Plan Covered Benefits (ACA Compliant Plan)

MVP Preventive Services	In-Network	Non-Network
15 Preventive Services for Adults	100%	40%
22 Preventive Services for Women	100%	40%
26 Covered Preventive Services for Children	100%	40%
<b>PPO Network</b>	<b>MultiPlan</b>	
MVP Covered Benefits	Network	Non-Network
Deductible	\$0 / \$0	\$500 / \$1,000
Coinsurance	100%	40%
Out of Pocket Maximum	\$1,850 / \$12,700	N/A
MVP Covered Benefits	Network	Non-Network
Emergency Room Services	\$400 Copay	\$400 Copay
Primary Care Visit to Treat an Injury or Illness (exc. Well Baby, Preventive, and X-rays)	\$15 Copay	Ded/Coins
Specialist Visit	\$25 Copay	Ded/Coins
Imaging (CT, PET Scans, MRIs)	\$400 Copay	Ded/Coins
Laboratory Outpatient and Professional Services	\$50 Copay	Ded/Coins
X-rays and Diagnostic Imaging	\$50 Copay	Ded/Coins
Preventive Care/Screening/Immunization (MVP)	100% Covered	Ded/Coins
Chronic Disease Management Benefit	100% Covered	Ded/Coins
Prescription Drugs		
Prescription Network	Caremark	
Generics	\$15 Copay	Ded/Coins
Preferred Brand Drugs	\$25 Copay	Ded/Coins
Non-Preferred Brand Drugs	\$75 Copay	Ded/Coins
<b>Employee Only</b>	<b>\$224.30</b>	
<b>Employee + 1</b>	<b>\$354.78</b>	
<b>Employee + Family</b>	<b>\$487.38</b>	

## ACA Required Wellness and Preventive Benefits

### Adults

**The MVP Plan covers 100% of the allowed amount in network; 40% out of network**

<b>Abdominal Aortic Aneurysm</b>	One time screening for men of specified ages who have ever smoked
<b>Alcohol Misuse</b>	Screening and counseling
<b>Aspirin</b>	Use for men and women of certain ages
<b>Blood Pressure</b>	Screening for all adults
<b>Cholesterol</b>	Screening for adults of certain ages or at higher risk
<b>Colorectal Cancer</b>	Screening for adults over 50
<b>Depression</b>	Screening for adults
<b>Type 2 Diabetes</b>	Screening for adults with high blood pressure
<b>Diet</b>	Counseling for adults at higher risk for chronic disease
<b>HIV</b>	Screening for all adults at higher risk
<b>Immunization</b>	Vaccines for adults' doses, recommended ages, and recommended populations vary: Hepatitis A, Hepatitis B, Herpes Zoster, Human Papillomavirus, Influenza (Flu shot), Measles, Mumps, Rubella, Meningococcal, Pneumococcal, Tetanus, Diphtheria, Pertussis, Varicella
<b>Obesity</b>	Screening and counseling for all adults
<b>Sexually Transmitted Infection (STI)</b>	Prevention counseling for adults at higher risk
<b>Tobacco Use</b>	Screening for all adults and cessation
<b>Syphilis</b>	Screening for all adults at higher risk

### Women, Including Pregnant Women

**The MVP Plan covers 100% of the allowed amount in network; 40% out of network**

<b>Anemia</b>	Screening on a routine basis for pregnant women
<b>Bacteriuria</b>	Urinary tract or other infection screening for pregnant women
<b>BRCA</b>	Counseling about genetic testing for women at higher risk
<b>Breast Cancer Mammography</b>	Screenings every 1 to 2 years for women over 40
<b>Breast Cancer Chemoprevention</b>	Counseling for women at higher risk
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<b>Contraception</b>	Food and Drug Administration approved contraceptive methods, sterilization procedures, and patient education and counseling, not including abortifacient drugs
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<b>Osteoporosis</b>	Screening for women over age 60 depending on risk factors
<b>Rh Incompatibility</b>	Screening for all pregnant women and follow-up testing for women at a higher risk

<b>Sexually Transmitted Infections (STI)</b>	Counseling for sexually active women
<b>Syphilis</b>	Screening for all pregnant women or other women at increased risk
<b>Well-Woman Visits</b>	To obtain recommended preventive services for women under 65
<b>ACA Required Wellness and Preventive Benefits</b>	
<b>Children</b>	
<b>The MVP Plan covers 100% of the allowed amount in network; 40% out of network</b>	
<b>Alcohol and Drug Use</b>	Assessments for adolescents
<b>Autism</b>	Screening for children at 18 and 24 months
<b>Behavioral</b>	Assessments for children of all ages: 0-11 months; 1 to 4 years; 5 to 10 years; 11 to 14 years; 15 to 17 years
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<b>Hearing</b>	Screening for all newborns
<b>Height, Weight, and Body Mass Index</b>	Measurements for children ages: 0-11 months; 1 to 4 years; 5 to 10 years; 11 to 14 years; 15 to 17 years
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<b>Hemoglobinopathies</b>	Or Sickle Cell screening for newborns
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<b>Oral Health</b>	Risk assessment for young children: Ages: 0 to 11 months; 1 to 4 years; 5 to 10 years
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<b>Sexually Transmitted Infection (STI)</b>	Prevention counseling and screening for adolescents at higher risk
<b>Tuberculin</b>	Testing for children at higher risk of tuberculosis: Ages 0 to 11 months; 1 to 4 years; 5 to 10 years; 11 to 14 years; and 15 to 17 years
<b>Vision</b>	Screening for all children

## Minimum Value Plan Questions with Answers

### **Q: How do I enroll?**

A: Enrolling in the Minimum Value Plan is easy. You can enroll by completing an Essential StaffCARE Minimum Value Plan application and returning it to your manager.

### **Q: When can I enroll in the plan?**

A: You are able to enroll in the Essential StaffCARE MVP program within 30 days of your eligibility date or during your employer's annual 30 day open enrollment period. If you do not enroll during one of these time periods, you will have to wait until the next annual open enrollment, unless you have a qualifying life event. You have 30 days from the date of the qualifying life event to enroll.

### **Q: What is a qualifying life event?**

A: A qualifying life event is defined as a change in your status due to one of the following:

- Marriage or divorce
- Birth or adoption of a child(ren)
- Termination
- Death of an immediate family member
- Medicare entitlement
- Employer bankruptcy
- Loss of dependent status
- Loss of prior coverage

If you experience a qualifying life event, you must submit documentation of the event along with a change form requesting the change within 30 days of the event. In addition, you may request a special enrollment (for yourself, your spouse, and/or eligible dependents) within 60 days (1) of termination of coverage under Medicaid or a State Children's Health Insurance Program (SCHIP), or (2) upon becoming eligible for SCHIP premium assistance under this medical benefit.

### **Q: Are dependents covered?**

A: Yes. Eligible dependents include your spouse and your children up to age 26.

### **Q: When does coverage begin?**

A: Coverage begins the 1st of the month following the waiting period selected by your employer.

### **Q: Can I make changes or cancel coverage?**

A: You will only have 30 days from your hire date to enroll, add additional benefits or add additional insured members. After this time frame, you will only be allowed to enroll, add benefits or add additional insured members during your annual open enrollment period or within 30 days of a qualifying life event.

## Minimum Value Plan Questions with Answers

**Q: How can I make changes or enroll if I initially decline?**

A: To make changes or enroll if you initially declined, contact your employer and request a change form. Changes are effective the 1st of the month following the date of the change request. You can cancel or reduce coverage at any time. Please remember that you may only enroll or increase your coverage level during an open enrollment period or within 30 days of a qualifying life event.

**Q: Is there a pre-existing clause for the medical benefit?**

A: There are no restrictions for pre-existing conditions in this plan. Even if you were previously diagnosed with a condition, you can receive coverage for related services as soon as your coverage goes into effect.