



County of
Essex

Office of the Director of Corporate Services / Treasurer

Paula Beattie
Manager of Budget and Administration

Robert J. Maisonville, MBA
Director of Corporate Services / Treasurer

DATE: August 21, 2015
TO: Green Shield Members with overage dependents
FROM: Paula Beattie, Manager of Budget and Administration
RE: **Overage dependents** – proof of Full Time Enrolment

Employees with Green Shield benefit coverage:

If you have unmarried dependent children that are older than 20 (but not yet 25) **and** who are still enrolled full time in post-secondary education, please remember that **you must provide proof of the child's full time enrolment to your payroll clerk annually (see below for list of payroll clerks). If proof of full time enrolment is not received by September 25, 2015, your child will be removed from benefits effective October 1, 2015.**

Refer to your benefit booklet for full details, but in summary, "dependent" means:

- a) your legal or common-law spouse. Only one spouse will be considered at any time as being covered under the group contract;
- b) your unmarried child under age 21;
- c) your unmarried child under age 25, if enrolled and in full-time attendance at an accredited college, university or educational institute;
- d) your unmarried child (regardless of age) who became totally disabled while eligible under b) or c) above, and has been continuously so disabled since that time and is considered a dependent as defined under the Income Tax Act, also qualify as a dependent.

Your child (your or your spouse's natural, legally adopted or stepchildren) must reside with you in a parent-child relationship or be dependent upon you (or both) and not regularly employed.

Children who are in full-time attendance at an accredited school do not have to reside with you or attend school in your province. If the school is in another province, you must apply to your provincial health insurance plan for an extension of coverage to ensure your child continues to be covered under a provincial health insurance plan. (Please note that the limitations of the Travel plan still apply).

If you have any questions, please contact your payroll clerk, Irene Fox or myself (contact info at the bottom of this page).

Sun Parlor Home	Irene Fox	519 326 5731	ext 262
EMS	Sharon Haggins	519 776 6441	ext 1336
All others	Lisa Seguin	519 776 6441	ext 1650
Payroll Supervisor	Irene Fox	519 776 6441	ext 1242

Sincerely,

Paula Beattie
Manager of Budget & Administration