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EDMUND G. BROWN JR.
Governor

OFFICE OF AIDS
Insurance Assistance Section

Management Memorandum
Memorandum Number: 2014-01

DATE: February 14, 2014

TO: OFFICE OF AIDS-HEALTH INSURANCE PREMIUM PAYMENT
(OA-HIPP) ENROLLMENT WORKERS

SUBJECT: UPDATES REGARDING OA-HIPP POLICIES AND
PROCEDURES

This purpose of this memorandum is to document OA's policy regarding the payment of premiums for family health insurance plans and dental/vision plans.

Family Plans

OA has received guidance from the Health Resources and Services Administration (HRSA) which confirms that OA may pay premiums for family insurance plans even though all members of the family are not diagnosed with HIV.

OA will pay family health insurance premiums for eligible clients and their family members. A family is defined as a married spouse (including registered domestic partner) and/or dependent children of the client and/or spouse/registered domestic partner only. OA will not pay premiums for individual plans for a client's family members.

OA must receive a government issued marriage certificate, proof of California registered domestic partnership, and/or the most recent Internal Revenue Service tax return that denotes each dependent child with each OA-HIPP application. If a dependent child is not included on the most recent tax return, alternative documentation may be submitted such as a birth certificate or adoption paperwork. Payments will not be issued without the required documentation on file.

February 14, 2014

Dental and Vision Plans

HRSA also confirmed that OA may pay premiums for dental and vision plans. OA-HIPP will cover dental and vision premiums for eligible clients and their family members if applicable. However, the vision benefits must be included with the medical or dental benefits. OA will not pay for stand-alone vision policies. If the insurance carrier for dental coverage is different than that of the client's medical coverage, a separate OA-HIPP application must be submitted along with the corresponding billing statement.

As of January 31, 2014, the monthly program threshold or total amount OA-HIPP will pay each month for a client's insurance coverage is \$1,938, regardless of the total number of insurances plans (i.e. medical and dental) and the size of the family.

Please contact Irina Banar at Irina.Banar@cdph.ca.gov or 916-449-5882 if you have any questions regarding these updated OA-HIPP procedures.

Thank you,

A handwritten signature in black ink, appearing to read 'RM', with a long horizontal flourish extending to the right.

Richard Martin, Chief
Insurance Assistance Section
Office of AIDS