Supporting Documentation required for enrolling family members:

SPouse:
1. A copy of your marriage certificate, **AND**
2. A document dated within the last 3 years showing your current relationship status, such as a recurring household bill or statement account. The document must list your name, your spouse’s name, the date and your mailing address.

Registered Domestic Partner:
1. A copy of your Declaration of Domestic Partnership registered with the California Secretary of State, **AND**
2. A document dated within the last 3 years showing your current relationship status, such as a recurring household bill or statement account. The document must list your name, your partner’s name, the date and your mailing address.

Children up to age 26*:
- A child is defined as a natural or adopted child, or a step-child, including a child of a domestic partner.
- A copy of the child’s birth certificate (or hospital record) or adoption certificate naming you, your spouse or your domestic partner as the child’s parent **OR**
- A copy of the court order naming you, your spouse or domestic partner as the child’s legal guardian.

Children up to age 26 where you assume the role of primary parent care parent:
- An Affidavit of Parent-Child Relationship, **AND**
- A copy of the front page of your most recent federal or state tax return confirming this child is your dependent, **OR**
- A copy of the court order naming you as the child’s legal guardian, **OR**
- Day care receipts or school records which indicate the child resides at your current mailing address, if applicable.

*For a stepchild, you must also provide documentation of your current relationship to your spouse or domestic partner as requested above.

Split Enrollments
Members who are married or in a registered domestic partnership that both work, or worked, for agencies in the CalPERS Health Program can enroll separately. If you and your spouse or domestic partner enroll separately, you must enroll all eligible family members, regardless of the relationship, under only one of you. Dependents cannot be split between parents.

For example, if a CalPERS member with children marries or registers a domestic partnership with another CalPERS member with children and each member has their own enrollment in the CalPERS Health Program, all children must be enrolled under one parent.

Dual Coverage
You cannot be enrolled in a CalPERS health plan as a member and a dependent or as a dependent on two enrollments. This is called dual coverage and it is against the law. When dual coverage is discovered, the coverage will be retroactively canceled. You may have to pay for all costs incurred from the date the dual coverage began.

Family Status Changes — Adding or Deleting Dependents

Divorce or Termination of Domestic Partnership
If you divorce or terminate a domestic partnership, your former spouse/domestic partner is no longer eligible to be enrolled in your health coverage, even if the court orders you to provide health coverage for them. The coverage terminates on the first day of the month in which the final decree of divorce or termination is granted. Former spouses may be eligible for coverage through COBRA. You must submit a copy of your final divorce decree or Notice of Termination of Domestic Partnership form to the Human Resources Office.

Newborn or Newly Adopted Child
You must enroll within 60 days from the date of birth; however, your newborn child is covered from the date of birth. Adopted children are covered beginning the date formal adoption takes effect. A copy of the child’s birth certificate is required.

Death of a Dependent
If you have lost a family member and they are a dependent under your health plan, notify the Human Resources Office. A copy of the death certificate is required.