



Producer Relations



Broker News 2-1-2019

Open Enrollment Extended To February 6

Open Enrollment in the Individual & Family Market has been extended until midnight Wednesday, February 6. Read the full [press release](#).

New Functionality for Adding/Terminating Employees without SSN/TINs

DC Health Link now allows you to add employees who don't have a social security or tax ID number (SSN/TIN) to the Employee Roster. This feature is particularly useful for Brokers whose clients include embassies or other types of diplomatic missions. It also means you'll no longer need to do a manual enrollment to add or renew employees.

For new groups, Brokers can add or terminate employees without an SSN/TIN to or from the roster. To request this functionality for an existing group, you'll need to email us at dchl.producer@dc.gov.

When an employee comes up for renewal who doesn't have an SSN/TIN, we'll send his/her employer a letter explaining how this feature works. Read a copy of the [letter](#).

[Producer Advisory Committee](#)

We'll reconvene the Producer Advisory Committee during the first quarter of this year. The Producer Advisory Committee advises the Executive Board on how to best use the experience and skills of insurance Brokers and agents to help consumers choose coverage that fits their needs. Stay tuned for further information on the upcoming meeting, which will be open to the public.

[Requests for Missing SSN/TINs](#)

Health insurance companies may send enrollees who have not previously provided their social security number a letter requesting this information. This is because the Affordable Care Act requires every provider of minimum essential coverage to report that coverage by filing a Form 1095-B with the IRS and to list social security numbers on this form. For more information, see background [information](#) and [FAQ](#) published by the IRS.

[Broker Webinar](#)

We look forward to offering our next Broker Webinar. Topics we'll cover include:

- New process for handling employees without SSNs/TINs
- Updates on the Producer Advisory Committee
- Updates on the Broker-IT Working Group

When: March 28, 2019

Time: 1:00pm to 2:00pm

Phone: 1-650-479-3208 Call-in toll number (US/Canada)

Meeting number: 736 293 762

Password: QmuTw8Dy

[Group Reinstatement Process](#)

When a group is terminated for non-payment, we can reinstate the group with no gap in coverage if:

- 1) The employer requests reinstatement; and
- 2) Provides full payment within 31 days from the date of the termination notice or the date the termination notice was uploaded to the group's account.

Once we receive full payment, there's a MANDATORY 5 day waiting period before we can process the reinstatement. Reinstatements can take up to two weeks to process. Once we've confirmed that the insurance company has the information it needs, we'll notify the group administrator via email that coverage is reinstated.

2019 Community Outreach Events

Community events are a great place to connect with new clients. Space at these events is limited. Brokers can participate on a first come, first served basis. See the Broker RSVP Form below to sign up. If you're confirmed to participate, you'll get an email at least 5 business days before the event. You'll need to bring everything you need to enroll customers, including a mobile hot-spot.

[Broker RSVP Form](#)

Broker-IT Working Group

We appreciate all of the great feedback received during the inaugural year of the Broker-IT Working Group. We've already implemented several recommendations and look forward to the group's continued input on system enhancements. Meetings will resume soon.

Enrollment Deadlines

Individual Marketplace

November 1, 2018 - January 31, 2019

- March 1 Effective date - Last day to enroll **2/6/2019**

[Small Business Marketplace](#)

Initial Groups

March 1 Coverage Effective Date:

- February 1 — Last day to complete initial employer application
- February 10 — Last day of employee open enrollment period; invoices are available in the employer's account the first business day after employee open enrollment closes
- February 13 — Last day to pay initial premium

Renewal Groups

March 1 Coverage Effective Date:

- February 5 — Last day to complete employer renewal application
- February 13 — Last day of employee open enrollment period

Premium Payments — Continue to pay monthly invoice as received by mail. Invoices are also available online in the employers' accounts.

[LEARN MORE](#)

Need a Trained Expert to come to your office? Click on the link below to submit a request to our team directly.

[Meeting and Training Request Form](#)

Need help? Check out our [walkthroughs and guides](#).

These Broker Newsletters are posted [here](#).

DC Health Link NAHU Broker Training is now available [here](#).



DC Health Link

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Contact Center: 855-532-5465

