



## Updates



### **SHOP Flexible Enrollment Options End in 2022**

Starting in 2020 – and for a limited time – DC Health Link extended its flexible enrollment options. Small businesses could start offering coverage, even if they did not meet the following eligibility requirements:

- Fifty percent minimum employer contribution toward employee premium
- Minimum participation by two-thirds of eligible employees

**These flexible enrollment options expire at the end of 2022.** This means that employers that took advantage of this flexibility for the 2022 plan year must either meet the minimum contribution and participation requirements for the 2023 plan year, or transition to a January 1 renewal date. Employers that want a January 1 renewal date should contact DC Health Link between October – November 2022.

**Note:** For coverage starting or renewing on January 1, employers still need to meet all [other eligibility requirements](#).

### **Making Changes to Employee Information**

Once you match an employee's DC Health Link account to the employee roster, you must make all changes in the employee account. This includes changes to name, gender, and email address. Insurance companies **only** receive changes to employee information made in employee accounts.

### **Assigning a General Agency**

Many Brokers rely on a General Agency (GA) to handle their clients' day-to-day needs. We encourage Brokers to login to their DC Health Link accounts to select a default GA and assign this GA to new groups. Assigning a GA makes it easier for GA staff to help clients – it gives them access to their clients' DC Health Link accounts and minimizes commission issues.

For step-by-step instructions on how to assign a GA, check out our [guide](#).

**Note:** To confirm you successfully assigned a GA, login to the employer's DC Health Link account, select 'Messages', and locate the hire notice listing the assigned GA's name in the subject line.

### ***NEW* Standard Plans Come to the Small Business Market in 2023**

DC Health Link offers standard plans in the Individual & Family market. Starting in 2023, we will also offer standard plans in the Small Business market.

Standard plans are designed to make plan shopping easier and health care more affordable. They also make it easier to get medical care when it's needed and cover many in-network medical services without having to meet the deductible first. These services include:

- Primary care
- Specialist visits
- Generic drugs
- Urgent care
- Outpatient mental and behavioral health
- Outpatient substance abuse treatment

We will send you more information about Small Business standard plans, once it's available.

To learn more about Individual & Family market standard plans, see our [Shop and Save with Standard Plans](#) page.

### **Event Recruitment Policy**

The DC Health Benefit Exchange Authority has a policy that gives registered Brokers an opportunity to participate in DC Health Link-sponsored events once every 12 months. Participation is on a first-come, first-serve basis. Brokers must first complete an event sign-up form and will receive an email confirming their participation. If we haven't reached capacity for an event, we will allow Brokers who have participated more recently to sign up. We start counting your 12 months from the next event you attend.

### **Maintaining Your Broker and General Agency Staff Roster**

As a friendly reminder, federal regulations require that you suspend DC Health Link account access for staff members who've left your organization. You must suspend access promptly. To suspend access, follow these steps:

1. Login to your account.
2. In the Broker Agency Staff section, find the row with your former staff member's information. Select the 'trash can' icon in that same row, under the 'Remove Role' column.

**Failure to update your staff roster or notify us of any changes can be considered a breach of DC Health Link privacy and security standards.**

Role added successfully

Broker Agency : Broker Jane Inc.

[EDIT BROKER AGENCY PROFILE](#)

Legal Name	dba	Market Kind
Broker Jane Inc.		Both

Broker Agency Contacts

No Broker Agency Contacts found.

Office Locations

2525 Elm St  
Washington, DC 20005

Broker Agency Staff

First Name	Last Name	Email	Phone	Status	Remove Role
Broker	Jane	Bjane@aol.com	(202) 444-4444	Active Linked	
John	Doe	JohnDoe@aol.com		Active Linked	
Jordan	Baker	jordanbaker@test.com		Active Linked	

[Add Broker Staff Role](#)

## Enrollment Deadlines



Unsure of DC Health Link small business deadlines? Use this [tool](#) to enter a coverage effective date and get a list of important dates for new and renewing groups. You can even print the deadlines with the click of a button.

[SHOP DEADLINES TOOL](#)

## References and Resources



### **Check out our Broker Tools**

DC Health Link has guides for Brokers with step-by-step instructions.

[BROKER TOOLS](#)

### **Missed the previous Broker News?**

Visit our newsroom and catch up on previous editions of this newsletter.

[NEWSROOM](#)

### **Trained Expert Relations**

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