



Qualifying Status Change

Employees can make changes to their benefits during Open Enrollment, which is held every year in October. Once Open Enrollment ends, you must have a Qualifying Status Change (QSC) event to make changes to insurance benefits. A QSC event includes a change in marital status, birth, adoption, death, Medicare disability, disability retirement, and court orders. Changes that can be made during a QSC event includes enrolling or canceling benefits, increasing or decreasing them, and adding or removing dependents. You may need additional documentation for your QSC.

Eligibility Changes by Category



Marital Status

- Death of Spouse
- Divorce
- Marriage



Eligible Dependents

- Birth of Child, Adoption
- Death of Dependent
- Dependent No Longer Eligible
- Government Subsidized Coverage
- Placement, Judgments, Decrees, and Court Orders



Employment

- Leave Without Pay, Family Medical Leave and Returns
- OPS New Hire
- Salaried FTE New Hire
- Termination



Other Allowable Events

- Disability
- Eligible for HDHP Medicare
- Move Outside HMO Service Area
- Retirees, Surviving Spouses, COBRA, and Layoff Enrollees
- Significant Premium Change



To Submit Your Insurance Benefit Selections

Make changes in [People First](#) within 60 days of a QSC event or call the People First Service Center at 866-663-4735 (TTY: 866-221-0268) from 8 a.m. to 6 p.m. ET weekdays.