

| Qualifying Event | Acceptable SEP Verification Documentation |
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| Loss of Minimum Essential Health Insurance Coverage -document must be dated within the previous 60 days | Termination of Coverage Letter from Prior Health Insurance Carrier COBRA Notice & Election Form from Prior Health Insurance Carrier/Employer COBRA Notice of Exhaustion of Benefits Letter from Employer on Company Letterhead (stating the reason for loss of coverage and date of termination) Notice of Loss of Medicaid Coverage Death Certificate Court Order |
| Birth/Adoption/Foster Care/Child Support/Court Order -document must be dated within the previous 60 days | Birth Certificate Court Order |
| Gain Access to ICHRA/QSEHRA | Letter from employer offering ICHRA/QSEHRA |
| <i>Marriage, Permanent Move and Loss of Dependent require 2 types of documentation as described in Parts A & B below</i> | |
| Marriage - Part A -document must be dated within the previous 60 days | Marriage Certificate |
| Marriage - Part B | * Documentation to show enrollment in minimum essential coverage for at least 1 day by 1 spouse, 60 days before marriage |
| Permanent Move - Part A -document must be dated within the previous 60 days -document required to display current address -document required to display physical address (PO Box will not satisfy this requirement) | State of Tennessee Automobile Registration Utility Bill Mortgage Statement Drivers License (issued within previous 60 days only required if using Permanent Move as SEP) Rental Agreement Current Employer Verification (paycheck statement) IRS Tax Reporting W-2 Form Current College Tuition Bill Offer of Employment at a Tennessee Employer |
| Permanent Move - Part B | * Documentation to show enrollment in minimum essential coverage for at least 1 day within 60 days prior to permanent move |
| Loss of Dependent - Part A (Due to Divorce, Legal Separation, or Death) -document must be dated within the previous 60 days | Divorce Decree Death Certificate Court Order |
| Loss of Dependent - Part B | * Documentation to show enrollment in minimum essential coverage for at least 1 day within 60 days prior to loss of dependent |

Proof of residency (physical address) is required for all new enrollment applications using an SEP outside of Open Enrollment. Refer to Permanent Move Part A for a list of acceptable documentation.

* Requirement waived for individuals who lived in a service area where no qualified health plans were offered through an exchange during their most recent exchange enrollment period. Proof of prior residency required.