**Overview: BP-01.01.01.04 EE-08**

**Description:** This process verifies whether an individual is an Indian for purposes of cost-sharing reductions (CSR) and special enrollment periods.

**Association:** BP-01.01 Enrollment Process

**Roles & Responsibilities:**

|  |  |  |
| --- | --- | --- |
| **Actor** | **Responsibility** | **Handoff** |
| Individual | Provide documentation (proof of status) | Documentation (Proof of Indian Status) Application Information (attestation) |
| HBE | Initiates Verification of Indian status, prepares communication to individual to verify Individual as an Indian, reviews and makes determination of Individual Documentation to verify Indian Status, and updates account with Individual Indian Status. | HBE Notice to Individual to Verify Individual is an Indian |
| Other- TBD | Verify Indian Status | TBD- Verification of Status |

**Key Performance Indicators (KPI’s):**

|  |  |  |
| --- | --- | --- |
| **Indicator** | **Purpose** | **Measure** |
| Initiate Verification of Status- EE08.10 | To measure amount of time for HBE to initiate verification | Real-time or near real-time |
| Update Status EE-08.90 | To measure amount of time for HBE to Update Indian Status | Real-time or near real-time |

**Revision History:**

|  |  |  |
| --- | --- | --- |
| **Date** | **Action** | **Authorized By** |
| 2013-06-05 | Original | Andrew Laing |
|  |  |  |
|  |  |  |