**Overview: BP-01.01.01.5 EE-09**

**Description:** This process is performed to gather data to verify whether an individual is eligible for employer-sponsored minimum essential coverage, and if so, whether such coverage is affordable and meets the minimum value requirements.

**Association:** BP-01.01 Enrollment Process

**Roles & Responsibilities:**

|  |  |  |
| --- | --- | --- |
| **Actor** | **Responsibility** | **Handoff** |
| HBE | Initiate Verification of Individual Eligibility, Verify Individual Eligibility, and Process Individual Eligibility for Employer-Sponsored Minimum Essential Coverage Verification Results | Attestation from Individual of enrollment in or availability of Employer plan |
| CMS | Verify Individual Eligibility for Large Employer-Sponsored Minimum Essential Coverage and Verify Individual Eligibility for FEHP Coverage | Verification |

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

|  |  |  |
| --- | --- | --- |
| **Indicator** | **Purpose** | **Measure** |
| Initiate Verification of Status EE-09.10 | To measure amount of time for HBE to initiate verification | Real time or near- real time |
| Process Individual Eligibility EE-09.70 | To measure amount of time for HBE to Process Eligibility | Real time or near- real time |

**Revision History:**

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