



Dependent Eligibility Verification Audit (DEVA) — FAQ

July 2025

Q1: Is the letter I received valid?

A: Yes. The letter you received is legitimate. The State selected **Part D Advisors (PDA)** through a competitive procurement process to conduct the audit. Please follow the instructions in the letter to verify the eligibility of your dependents currently enrolled in your coverage.

Q2: Why is the State health plan conducting a dependent eligibility verification?

A: This process is designed to confirm that all dependents enrolled in the State health plan meet eligibility requirements. It helps protect the integrity of the plan, ensures compliance with health plan rules, and prevents ineligible individuals from receiving benefits.

Q3: I haven't received a letter, but my coworker did. Should I be concerned?

A: Letters are being distributed in waves throughout the month, generally in alphabetical order. If your last name begins with A–D and you haven't received a letter, we recommend checking your mailing address with your agency's HR or Payroll office and updating it if necessary. Once your address is updated, PDA can resend the letter.

Q4: Why is an outside agency conducting the audit? Who is PDA?

A: The Office of the State Comptroller has engaged **Part D Advisors (PDA)** to carry out the verification on the State's behalf. PDA brings over 30 years of experience conducting dependent eligibility audits for large public and private employer groups. Their secure systems and dedicated support staff ensure the process is efficient and protects your data.

Q5: I submitted this information before. Why am I being asked again?

A: Because dependent eligibility can change over time, periodic re-verification ensures the plan remains compliant with IRS rules and continues to cover only eligible dependents.

Employees and retirees may choose to submit a **legally binding attestation form** affirming that the necessary documents were previously submitted and that their dependents remain eligible.

♠ Please note:

- Attestations are subject to audit.
- False attestations may result in termination, repayment of health costs, and/or civil fraud penalties.

You can access the attestation form at:

https://carecompass.ct.gov/forms (search "attestation") or https://rev.partdadvisors.com/SOC

Q6: Why do I need to submit a 1040 form?

A: The IRS Form 1040 is the most reliable and standardized document to confirm eligibility under plan and IRS rules. You may redact financial information. The form helps confirm:

- Marital status (for spouses) confirming you are legally married and financially dependent.
- Financial support (for dependents) showing the dependent is claimed on your taxes.
- **Household residency** when paired with other documents, proves the dependent lives with you.

All documentation is used solely for audit purposes and handled in compliance with HIPAA and data privacy standards.

Q7: I don't list my dependent on my taxes. What should I do?

A: If you don't claim your dependent on your tax return, you may submit alternative documentation:

For a Spouse:

- Marriage certificate
- Document dated within the last 6 months showing joint residency or financial responsibility (e.g., utility bill, lease, bank statement)

For a Child (biological, adopted, or stepchild):

- Birth certificate, adoption decree, or legal documentation
- Proof of continued support or residence (e.g., school records, medical bills, insurance documents)

For Other Legal Dependents (e.g., legal wards):

- Court order or guardianship papers
- Documentation showing ongoing financial support or shared household

If you are unsure what to submit, contact PDA to discuss acceptable alternatives for your situation.

Q8: Why is my Social Security Number (SSN) required?

A: Your SSN is used to accurately match submitted documents to your benefit records—especially if items are received without a cover sheet. This prevents delays and ensures your information is securely and correctly processed.

If you are not comfortable using your SSN, alternatively, you may complete your response by mailing your signed letter with photocopies (originals will not be returned) of your supporting documents to PDA to the address noted on your letter.

Q9: Is my data secure?

A: Yes. We understand that protecting your personal information is of utmost importance. PDA follows a multi-tiered approach to data protection as a recognized leader in handling protected health information (PHI) and personally identifiable information (PII). All data is kept confidential, encrypted and stored securely in compliance with federal and state privacy regulations. PDA will

not disclose, sell, or share personal information with anyone other than the Office of the State Comptroller.

Q10: What happens to my information after the audit?

A: Once the audit is complete:

- All data will be securely transferred to your benefit file with the Office of the State Comptroller (OSC), which stores it in a highly secure, encrypted system already used for other confidential records.
- PDA will **permanently destroy** all audit-related data once the transfer is complete.

Q11: What if I miss the submission deadline?

A: You are strongly encouraged to submit your documentation by the date indicated in your verification letter. This is not a hard cutoff, but meeting the deadline helps avoid delays and additional reminders. Please reach out to Part D Advisors if you cannot meet your deadline.

If no documentation is received:

- You may receive further outreach.
- Dependents may be removed from coverage.
- Removed dependents will be eligible for COBRA continuation coverage.
- You may re-enroll a dependent in the future by providing proper documentation.