



County of  
Essex

Office of the Director of Corporate Services / Treasurer

**Paula Beattie**  
Manager of Budget and Administration

**Robert J. Maisenville, MBA**  
Director of Corporate Services / Treasurer

**DATE:** August 21, 2015  
**TO:** Green Shield Members with overage dependents  
**FROM:** Paula Beattie, Manager of Budget and Administration  
**RE:** **Overage dependents – proof of Full Time Enrolment**

Employees with Green Shield benefit coverage:

If you have unmarried dependent children that are older than 20 (but not yet 25) **and** who are still enrolled full time in post-secondary education, please remember that **you must provide proof of the child's full time enrolment to your payroll clerk annually (see below for list of payroll clerks). If proof of full time enrolment is not received by September 25, 2015, your child will be removed from benefits effective October 1, 2015.**

Refer to your benefit booklet for full details, but in summary, "dependent" means:

- a) your legal or common-law spouse. Only one spouse will be considered at any time as being covered under the group contract;
- b) your unmarried child under age 21;
- c) your unmarried child under age 25, if enrolled and in full-time attendance at an accredited college, university or educational institute;
- d) your unmarried child (regardless of age) who became totally disabled while eligible under b) or c) above, and has been continuously so disabled since that time and is considered a dependent as defined under the Income Tax Act, also qualify as a dependent.

*Your child (your or your spouse's natural, legally adopted or stepchildren) must reside with you in a parent-child relationship or be dependent upon you (or both) and not regularly employed.*

*Children who are in full-time attendance at an accredited school do not have to reside with you or attend school in your province. If the school is in another province, you must apply to your provincial health insurance plan for an extension of coverage to ensure your child continues to be covered under a provincial health insurance plan. (Please note that the limitations of the Travel plan still apply).*

If you have any questions, please contact your payroll clerk, Irene Fox or myself (contact info at the bottom of this page).

|                    |                |              |          |
|--------------------|----------------|--------------|----------|
| Sun Parlor Home    | Irene Fox      | 519 326 5731 | ext 262  |
| EMS                | Sharon Haggins | 519 776 6441 | ext 1336 |
| All others         | Lisa Seguin    | 519 776 6441 | ext 1650 |
| Payroll Supervisor | Irene Fox      | 519 776 6441 | ext 1242 |

Sincerely,

Paula Beattie  
Manager of Budget & Administration