

# Dual Enrollment

Dual enrollment in PEBB coverage is not allowed for a subscriber or dependent. [See WAC 182-12-123.]

When a subscriber or dependent is added to PAY1, the system will search to see if enrollment already exists for the social security number being entered. If the subscriber or dependent is already enrolled in PEBB medical or dental coverage you will not be allowed to enroll the coverage.

**Two important elements to this situation are:**

1. We must defer to the new employee and his or her spouse/QDP/parent (or whomever they are already covered under) to decide together where they want the medial coverage for the new employee to be managed, and
2. We all (the two employers and HCA) must coordinate so as to prevent a gap in coverage for the new employee if they switch over to coverage hosted by the new employer.

**Here’s what you, as the employing agency, need to do:**

1. Cancel the transaction (PF4).
2. Alert your new employee that s/he is already covered under someone else’s plan and that s/he needs to coordinate decisions and action with that someone else (e.g., spouse, QDP, parent). Together, the two employees need to decide where they want the coverage and take the necessary action. Their two options and the necessary actions are as follows:

Option 1	Option 2
Your new employee accepts medical and dental coverage with you.	Your new employee remains a dependent on the spouse/QDP/parent’s medical coverage. (But must take dental with you.)
<ul style="list-style-type: none"> <li>• The other subscriber (e.g., spouse) must initiate paperwork at his or her own employer to remove the dependent (your employee) from both the existing medical and dental coverage.</li> </ul>	<ul style="list-style-type: none"> <li>• The other subscriber (e.g., spouse) must initiate paperwork with his or her employer to remove the new employee from the existing dental coverage only.</li> <li>• You, the employing agency, must notify HCA to set up the A41 screen and key a pending dental term date (if in the future).</li> <li>• You should coordinate with the other employer to ensure that the term date falls on the month before the new employee’s first day of coverage at your agency.</li> </ul>

If you have any questions or concerns, please contact the Outreach and Training Department at 1-800-700-1555.