

How to Complete Your Dependent Eligibility Audit

1. Gather Your Dependent Information

Before you begin the Dependent Eligibility Audit, it's a good idea to gather all the information you will be asked to provide. This will save you time and make the process easier.

- Locate specific information about any other medical coverage you and your dependents have in addition to the IASIS Healthcare medical plan, if applicable. This includes the company or organization providing benefits, cardholder name, insurance company, effective date of coverage, etc. You don't have to provide IASIS coverage information; we have that on file already.
- Collect your spouse's employment information, if applicable, including company name, address and phone number.
- Collect college or vocational school information for your children 19 or older, including school name, type of school, hours enrolled, date started, etc.

Please note: Some of the data you'll be asked to provide will be used to verify your dependents' eligibility for coverage; other information, such as your spouse's employment or your children's student status, if applicable, is being collected for informational purposes only.

If you have to leave the website for any reason after you've started answering questions (for example, to collect more information), you can exit the site without worry and return later to complete the questionnaire. The site will save any information you have already entered.

2. Go to the Dependent Eligibility Audit Website

- Go to **www.mydependents.com**, or link to the audit site from **www.iasishealthcare.com**
- Type in the IASIS Healthcare Employer Code, which is 523.
- Enter your user name and password (no spaces, apostrophes or hyphens):
User name: first initial (cap) + up to the first 6 letters of last name (cap) + last 4 digits of Social Security number
Password: first initial (cap) + last initial (lowercase) + birthday (YYYYMMDD)
For example: Jane Dodson; SSN: 123-45-6789; birthday: 09/04/1975
User name: JDODSON6789 Password: Jd19750904

This site operates best (and fastest) if you use a broadband Internet connection such as cable or DSL. A dial-up connection will be very slow.

3. Complete the Audit by the Deadline

- The website will open at 12:01 a.m. on June 1 and close at 11:59 p.m. on June 30.
- During the 30-day audit period, you can access the website 24 hours a day, 7 days a week.

You will answer simple, straightforward questions about all family members with medical coverage. There's a separate section for each person in this order: employee, spouse, oldest child through youngest child. As you go through the questions, you'll find that:

- *Updates are required* — we've already filled in some of your data from the HR database. If any of this data is not correct, you'll be provided a link to a PDF document to print, complete with the correct information, and return to HR.
- *New data is needed* — you'll also be asked to supply additional information if needed or if certain information is missing.

Audit website at **www.mydependents.com** is open June 1-30

4. Get Help

The site is easy to navigate. For the most part, you simply answer the questions and click "Next" at the bottom of the screen to move to the next question. You will only get the questions that pertain to your specific situation.

Typically, employees don't need additional help because the site only asks for readily available, strictly factual information about your covered dependents. You don't have to make decisions or interpret rules. However, help is available if you need it:

- There is a Frequently Asked Questions section on the site that covers general questions about the audit, its purpose and its requirements.
- Additionally, you can click on "Details" next to individual questions to get a more in-depth explanation.
- You can also call Impact Interactive, our independent audit firm, for help June 1-30. Call toll-free 1-866-691-6551, Monday through Friday, 8 a.m.-8 p.m., Eastern Time. The Audit Center can help if you have difficulty navigating the site, understanding the questions or entering data.

For Employees Without Internet Access

The Dependent Eligibility Audit is specifically designed for the Internet, so we encourage you to use the website if at all possible. Why? Because it's faster and easier. It's open 24/7. There's no waiting and less hassle for you. Plus, you can access the website from any number of places: work, home, your local library or any other location that has a high-speed Internet connection.

If there is no possible way you can complete the audit on the website, call the Audit Center at 1-866-691-6551, and have ALL your information ready to give a customer service representative. Operator hours are Monday through Friday, 8 a.m.-8 p.m. Eastern Time, June 1-30.

Audit website at **www.mydependents.com** is open June 1-30