



Eligibility Standards

Below are the standards for eligibility for benefit under the MILA-MHCTF Plan. Evidence that the individual has met the standard should be sent to MILA. A copy should be maintained in the employee's file in the Port Administrator's office and should be available when a question arises as to a person's entitlement. Where the term "employee" is used, this term should be regarded as also pertaining to a person who might be termed a "member" or a "pensioner."

For The Employee

- A copy of the employee's Social Security Card.
- A Copy of Birth Certificate
- A copy of the employee's Medicare Card, if applicable
- An executed MILA Verification Form, containing data on the employee and other eligible family members at the time it was completed together with supporting documentation for the change, as specified below.

For The Spouse

- A copy of the spouse's Social Security Card.
- A copy of the spouse's Medicare Card, if applicable
- A Copy of Birth Certificate
- Other Insurance Coverage, i.e. Blue Cross/Blue Shield, Horizon Blue, etc
- A copy of the Marriage Certificate
 - In the case of a marriage in which a marriage certificate has been issued by the competent jurisdiction, a copy of that marriage certificate.
 - In the case of "common law" marriage in states which recognize such marriage: An affidavit attesting that (1) the two persons have met each of the standards which the state requires qualifying and (2) the two persons affirm that they are married.
 - Copies of the federal tax return following satisfaction of the state's common law standard evidencing a declaration of marriage.
- In the case of divorce, a copy of the interlocutory or final decree of divorce.

For Each Child.

- A copy of the child's Social Security Card.
- Each child's Birth Certificate (with parents name listed)
- A Medicare card for a disabled child or a child with renal failure, if applicable
- Proof of the child's relationship to employee:
 - In the case of a natural child or step child, a copy of the birth certificate in which the employee and/or the spouse are listed as parents.

- In the case of an adopted child, a copy of the adoption agreement or, if the child was placed for adoption prior to the final adoption proceedings, a copy of the placement order from a court of competent jurisdiction. In the latter case, when final adoption occurs, a copy of this documentation also should be forwarded to MILA.
- In the case of a child under legal guardianship arrangement, a copy of the court order or other legal order from an agency with competent jurisdiction together with either:
 - if not primarily dependent upon the employee, a copy of a Qualified Medical Child Support Order (QMCSO) from a court of competent jurisdiction or a National Medical Support Notice (NMSN) issued by a state agency or court of jurisdiction that requires that coverage be provided.
- For a disabled child who has attained the age of 21:
 - Proof that the child is incapacitated. This means that the child meets the following conditions:
 - Dependent is incapable of self-sustaining employment by reason of mental or physical disability which began prior to the attainment of age 21. Statements from a physician qualified to assess the child's condition should be obtained for the initial determination and periodically thereafter. All such statements should go to MILA.