



Do you plan on adding medical coverage for your dependents?

What You Should Know

As a new employee, you may be eligible to enroll yourself and your dependents in medical coverage offered by your district.

In order to enroll your dependents, you must complete the following steps*:

1. Complete the affidavit either by phone or online.
2. Provide documentation supporting your dependent(s)' eligibility before the deadline.

*Please note **both** steps must be completed in order to verify your dependents.

Ways to Submit

Upload

Use a smartphone or computer and upload documents to the audit site: <https://mydependents.com>

Employer Code: EBC-3324

Registration Code: First Initial of First Name + First Initial of Last Name + Last 6 of Social Security Number

Email

Use a smartphone or computer and email your documents as pdf or jpg attachments to: documents@mydependents.com

Fax

Fax your documents with the Document Cover Sheet (which you can print from the website) to **1-866-710-2702**

Regular Mail

Mail your documents and include the Document Cover Sheet (which you can print from the website) to:

**Dependent Eligibility Center
3245 Peachtree Parkway Suite D-307
Suwanee, GA 30024**

[Scan or Click to Register](#)



Documentation Requirements

Spouses

- Most recent tax return that shows married filing separately or jointly
OR
- Marriage certificate AND 2 joint financial statements dated within the last 60 days. If there are no joint financial documents, 2 financial statements in the employee's name, and 2 statements in the spouse's name (total of 4) to show the same address.

Domestic Partners

- Latest State Tax Return
OR
- Domestic Partner Affidavit AND 2 financial documents dated within the last 60 days. If there are no joint financial documents, 2 financial statements in the employee's name, and 2 statements in the partner's name (total of 4) to show the same address.

Children

- **Biological child** – Birth certificate that shows the employee's name
- **Adopted child** – Birth certificate that shows the employee's name, or court document
- **Stepchild** – Marriage certificate/most recent tax return AND Birth certificate showing the spouse's name
- **Legal Guardianship/Foster child** – Court Documents that show the employee has guardianship

Please note: SSNs and financial data, including salary, bank account balance, amount being billed, should be redacted. Impact Interactive only needs to see employee's and their dependent(s)' name and address.

Contact Us



documents@mydependents.com



(866) 691-6551



<https://mydependents.com>