## Dependent Eligibility and Documentation Requirements

<table>
<thead>
<tr>
<th>Relationship</th>
<th>Eligibility Requirements</th>
<th>Documentation to Submit</th>
</tr>
</thead>
</table>
| **Legal Spouse** | • Legal spouse of the Employee | The following document:  
• **Employee’s most current year’s filed federal income tax return Form 1040** – the first page only (financial information should be blacked out).  
*For marriages occurring in 2021 & 2022, only a copy of marriage certificate is required.* |
| **Other Eligible Person (OEP)** | A person who is:  
• An adult, age 26 or older; and  
• Currently resides in the same residence as the employee and has done so for 18 continuous months prior to the individual’s enrollment, other than as a tenant; and  
• Not a dependent of the employee as defined by the IRS; and  
• Not related by blood or marriage. | **BOTH** of the following documents:  
• **Proof of Joint Obligation (for the last 18 months)**  
  Examples include:  
  o A mortgage statement;  
  o Bank statement;  
  o Property bill;  
  o Monthly bill from a rental/lease agreement  
AND  
• **Copy of Driver’s License or State ID Card** - must reflect the same address as WSU employee. |
| **Children Under age 26** | • Child(ren) by birth;  
• Stepchild(ren);  
• Legally adopted child(ren) or child(ren) placed in your home for final adoption;  
• Child(ren) under legal guardianship;  
• Child of OEP | **ONE** of the following documents:  
• Birth certificate listing parents or adoption paperwork issued by a State or County; or  
• Employee’s most current year’s filed federal income tax return Form 1040 – the first page only listing the dependent children (financial information should be blacked out); or  
• Qualified Medical Child Support Order (QMCSO) which requires child support for benefit coverage; or  
• Court paperwork for legal guardianship. |
| **Principally Supported Children Under age 26** | A child who is:  
• Not the employee’s child by birth or marriage; and  
• Related to the employee by blood or marriage; and  
• Claimed as a dependent of the employee on their most recent income tax return. | The following document:  
• **Employee’s most current year’s filed federal income tax return Form 1040** – the first page only (financial information should be blacked out). |
| **Disabled Children Over age 26** | • An unmarried child who became disabled before reaching age 26 and is incapable of self-sustaining employment by reason of mental or physical handicap. | **BOTH** of the following documents:  
• The required documentation for a child UNDER age 26 listed above; AND  
• Any documentation verifying a permanent disability that began before the child attained age 26. |
| **Sponsored Dependent Over 26** | An adult who is:  
• Dependent on the employee’s financial support; and  
• Claimed as a dependent of the employee on their most recent income tax return; and  
• Resides with the employee permanently. | The following document:  
• **Employee’s most current year’s filed federal income tax return Form 1040** – the first page only (financial information should be blacked out). |