

Domestic Partnership (DP)

Employee has 30 days to enroll/make changes to benefits (including eligible children of a domestic partner).

Benefit Plan	Type of Domestic Partnership	Employee Options	Comments	Coverage Effective Date/ADM Event Date
Individual and Family (I&F) Life Insurance	UWS DP	<p>If enrolled in employee coverage, employee may:</p> <ul style="list-style-type: none"> Enroll domestic partner in Spouse/Domestic Partner coverage. Enroll child(ren) in Child coverage. If currently enrolled in Child coverage, new children are automatically covered. 	<p>Can only add Child coverage if this is the first time the employee has an <u>eligible child</u> to cover.</p> <p>Remind employee to update beneficiary designation.</p>	1 st of month on or following 30 days from date DP is established.
Accidental Death & Dismemberment (AD&D) Insurance	UWS DP	<ul style="list-style-type: none"> May add/change/cancel coverage at any time. If currently enrolled in Family coverage, new family members are automatically covered. 	Remind employee to update beneficiary designation.	1st of month on or following date application is received.
Flexible Spending Account (FSA)	N/A	<p>Health Care FSA/ Limited Purpose FSA:</p> <ul style="list-style-type: none"> May enroll or increase current election due to gaining of tax dependent(s). May decrease or cancel election if employee gains eligibility under domestic partner's medical expense plan. <p>Dependent Day Care FSA:</p> <ul style="list-style-type: none"> May enroll or increase current election if employee gains eligible tax dependent(s) less than age 13. May decrease or cancel election if gained eligibility under domestic partner's dependent expense plan or coverage is no longer needed due to partnership (i.e. domestic partner is caretaker). 	<p>**May make listed changes only IF domestic partner or domestic partner's children (who are not also the employee's dependent children) qualify as their dependents under IRS's "qualifying relative" rules.**</p> <p>May claim domestic partner and domestic partner's children's expenses only if they meet the definition of a qualifying child or qualifying relative under IRS rules.</p> <p>Employee should submit Change of Election form.</p>	FSA Event: 1 st of month on or following change in status event.
Health Savings Account (HSA)	N/A	<ul style="list-style-type: none"> May add/change/cancel election at any time. 	<p>Can claim domestic partner's expenses only if they meet the definition of a qualifying relative under IRS rules.</p> <p>Remind employee to update beneficiary designation.</p>	FSA Event: 1 st day of the payroll where the change becomes effective.
W-4	N/A	<ul style="list-style-type: none"> Update W-4 withholding amounts. 	Effective date is the first day of the pay period the new withholding starts.	

Domestic Partnership (DP)

Employee has 30 days to enroll/make changes to benefits (including eligible children of a domestic partner).

Benefit Plan	Type of Domestic Partnership	Employee Options	Comments	Coverage Effective Date/ ADM Event Date
State Group Health Insurance, Preventive Dental Insurance, Supplemental Dental Insurance, Vision Insurance, State Group Life Insurance, Accident Plan			Domestic partner and partner's children (who are not also the employee's dependent children) are not eligible for coverage under these plans. Prior to September 21, 2017 these plans require a Chapter 40 domestic partnership. 2017 Wisconsin Act 59 that was signed on September 21, 2017, eliminated the Chapter 40 domestic partnership program and as a result, no new Chapter 40 domestic partnerships can be established after that date.	
Income Continuation Insurance, UW Employees, Inc. Life Insurance, University Insurance Association Life Insurance, Wisconsin Retirement System (WRS), UW Tax-Sheltered Annuity (TSA) 403(b) Program, Wisconsin Deferred Compensation (WDC)			No action needed for these plans due to UWS domestic partnership. However, it is recommended that administrator review all benefit plans with employees and to remind them to update beneficiary designation forms (if applicable) as necessary.	