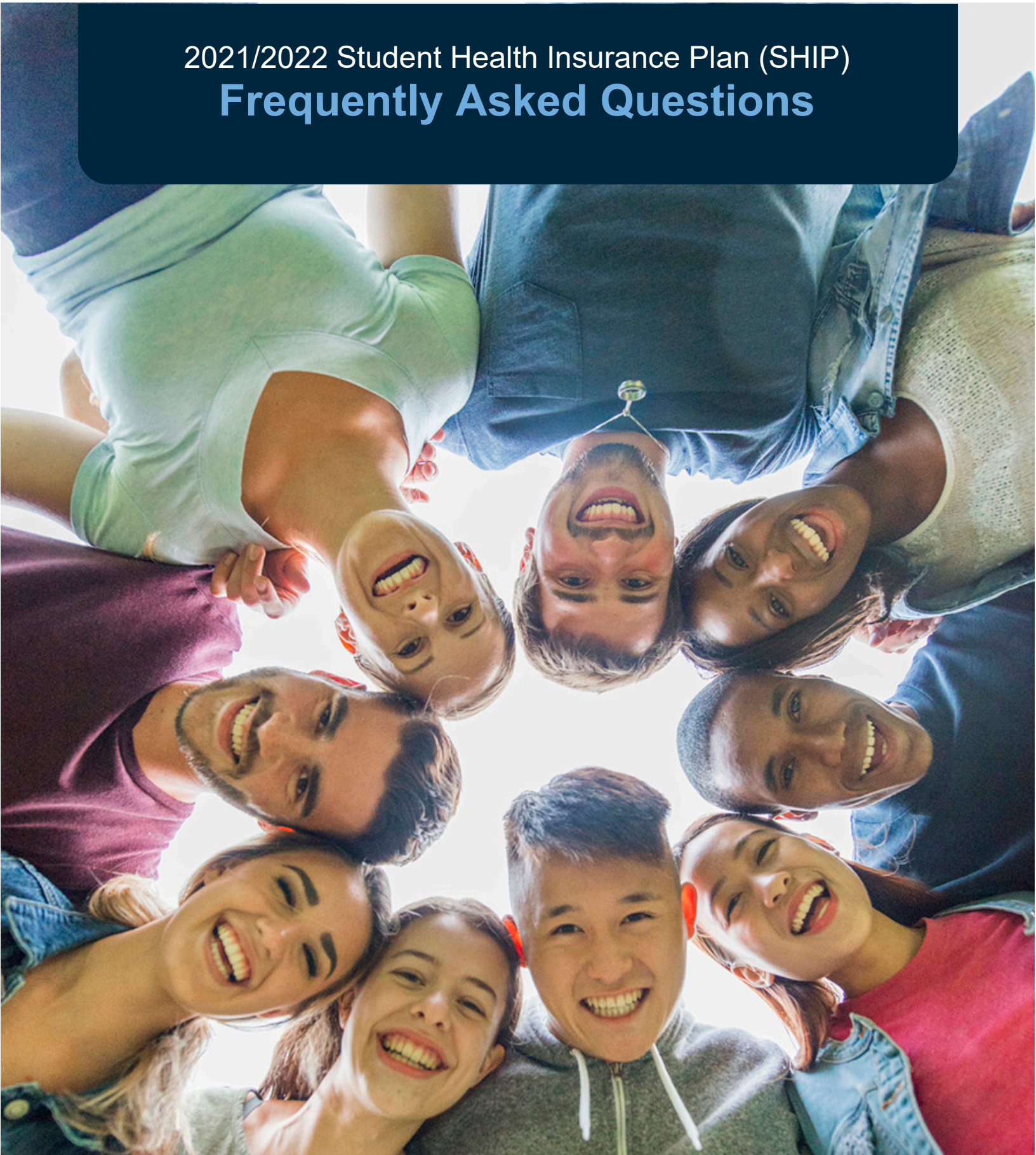


# Williams

## 2021/2022 Student Health Insurance Plan (SHIP) Frequently Asked Questions



Topic / Question	Page Numbers
<p><b>Getting Started</b></p> <p>Where can I learn about my Student Health Insurance Plan (SHIP)?</p> <p>How do I log in?</p>	4
<p><b>Enrolling in my SHIP</b></p> <p>Am I eligible for Student Health Insurance?</p> <p>How do I enroll?</p> <p>How do I enroll my dependents?</p> <p>Once I've enrolled, can I cancel? Get a refund?</p> <p>Can I enroll my dependents after the enrollment period is over?</p>	4-6
<p><b>Waiving the SHIP Coverage</b></p> <p>Am I eligible to waive coverage offered by school?</p> <p>What should I know before waiving?</p> <p>What is "comparable coverage?"</p> <p>How do I waive?</p> <p>Can I edit my waiver form after I've submitted it?</p> <p>Can I rescind my waiver form after I've submitted it?</p> <p>Do you audit or verify my request to waive?</p> <p>If I waive, but then lose my existing health insurance coverage, can I enroll in SHIP?</p> <p>Can I use one of my state's health insurance plans to waive my SHIP?</p>	6-9
<p><b>About my Benefits</b></p> <p>What do my benefits include?</p> <p>How can I get more information about my plan?</p> <p>Do I need a referral from my school's Health Services to see an off-campus doctor?</p> <p>How much does my SHIP plan cost?</p> <p>Have changes been made to this year's plan?</p> <p>How do I find a doctor?</p> <p>How do I find a pharmacy?</p> <p>Does my plan include dental and/or vision insurance?</p> <p>Am I still covered if I move off campus? While traveling? When studying abroad?</p> <p>Am I still covered after I graduate?</p> <p>How does the Affordable Care Act (ACA) affect my SHIP?</p>	9-12

Topic / Question	Page Numbers
What other services are available to me? What other insurance products are available to students?	
<b>General Account Information</b> How do I obtain an ID card? How do I obtain a tax form? How do I print my verification letter? How do I view my account information? How do I change my address? Who do I contact?	12-14

## Getting Started

**Q** Where can I learn about the Student Health Insurance Plan (SHIP)?

**A** Go to [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams)

**Q** How do I log in?

**A** 1. Go to [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams)

2. Under “Profile”, enter your email address and click LOG IN

3. Enter your password (if logging in for the first time, you will need the temporary password received via email from Gallagher Student)

## Enrolling in my SHIP

**Q** Am I eligible for student health insurance?

**A** All students enrolled at least 75% of full-time will be automatically enrolled in and billed for the SHIP if you are attending classes on campus or studying remotely unless you waive coverage. This includes students who are studying abroad.

You must actively attend classes for at least the first 31 days after your policy begins.

**Q** How do I enroll?

**A** You are already enrolled and no action is needed. To review enrollment.

1. Go to [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams)

2. Follow the login Instructions.

3. View “Account Details” found on the lower left side of landing page.

**Q** How do I enroll my dependents?

**A** Yes, you can enroll your eligible dependent(s) by:

1. Go to [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams)

2. Follow the login Instructions.

3. Click ‘ENROLL’ and follow the instructions to add Dependent Spouse/Partner and/or Dependent Children.

You must purchase dependent insurance for the same coverage period as your own coverage; it can’t be for a longer or shorter period than your own. For example, if you enroll for fall coverage, your dependents need to be

enrolled for fall coverage; you wouldn't be able to enroll them for annual coverage. If you enroll for fall coverage and do not enroll your dependents at that time, you cannot enroll your dependents unless a qualifying event occurs.

**NOTE:** If enrolling a dependent for the first time in SHIP, documentation needs to be uploaded at the time of submission. For example a marriage certificate for Dependent Spouse or Birth Certificate for Dependent Child

## **Q Can I enroll my dependents outside of the open enrollment period?**

A You can add eligible dependent(s) if one of these qualifying events occurs:

- You get married
- You have a child
- You get divorced
- Your dependent enters the country for the first time
- Your dependent loses coverage under another insurance plan

In such cases, you must submit a Dependent Petition to Add Form, supporting documentation, and payment to Gallagher Student Health & Special Risk within 60 days of the event. If approved, your coverage will start on the date of the qualifying event. Requests received after 60 days will not be processed.

Note: Your premium is prorated. Once your dependent is enrolled, you can't terminate coverage unless you lose your Student Health Insurance eligibility.

## **Q Once enrolled, can I cancel? Get a refund?**

A In some cases, you can cancel your SHIP and receive a refund.

Once you are enrolled in SHIP, you will remain enrolled for that coverage period. However, if you're enrolled in annual coverage, you may only request coverage termination (and a pro-rated premium refund) in the following situations:

1. You're entering the armed forces.
2. You're enrolled in annual coverage and you wish to cancel the spring portion of your insurance because:
  - a. You will be leaving school during the fall semester (or prior to the spring semester).
  - b. You became eligible and enrolled in a subsidized health insurance plan through the Massachusetts Health Connector. Your coverage must begin on or before the start of the spring health insurance coverage period.
  - c. You became eligible and enrolled in MassHealth (excluding MassHealth Limited, the Health Safety Net or the Children's Medical Security Plan.) Your coverage must begin on or before the start of the spring health insurance coverage period.

If your situation falls under option two, you must file your request to terminate coverage with Gallagher Student Health & Special Risk no later than the last day of Fall coverage.

## Waiving the SHIP Coverage

### **Q Am I eligible to waive?**

**A** To be eligible to waive your SHIP, you must be currently enrolled in a health insurance plan that meets your school's waiver requirements. Waiver requirements include being enrolled in a health insurance plan that is fully-compliant with all provisions of the Affordable Care Act (ACA), requires you to have access to providers near campus and to have coverage for services beyond urgent and emergency services. Therefore, if you are enrolled in an out-of-state HMO, your coverage will likely be limited—or not available—outside of your HMO's service area and will not meet your school's waiver requirements.

### **Q What should I know before waiving?**

**A** Before waiving coverage, review your current policy and then consider these questions:

- Is your plan fully-compliant with the ACA? This means services should include, but aren't limited to:
  - Preventive and non-urgent care (this includes most immunizations)
  - Prescription drugs
  - Emergency care
  - Mental health and substance abuse treatment
  - Surgical care
  - Inpatient and outpatient hospitalization
  - Lab work
  - Diagnostic x-rays
  - Physical therapy and Chiropractic Care
  - Immediate coverage for pre-existing conditions
  - No annual maximum benefits
- Does your plan's provider network have doctors and hospitals near campus?
- If you plan to travel elsewhere during the course of the year, does your coverage also extend to these areas?
- Is the annual cost of your SHIP less expensive than the deductible of your private plan? The cost of being added as a dependent to your parents' plan? Be sure to compare deductibles and total out-of-pocket costs, not just the annual premium.
- Does your current plan call for administrative pre-requirements, pre-certification, or primary-care physician referrals? Keep in mind that physician referrals may delay your access to treatment.

- Are you an international student? If so, you won't be able to waive coverage.

If you don't complete a waiver form by the published deadline, you will be automatically enrolled in and billed for your SHIP.

If you decide to waive coverage, you won't have another opportunity to enroll in SHIP until the following plan year unless you experience a qualifying event.

- For more information about the ACA, visit: <https://www.hhs.gov/healthcare/about-the-aca/index.htm>

## **Q How do I waive health insurance coverage?**

A If your current insurance plan is comparable to the SHIP:

1. Go to [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams)
2. Follow the login Instructions.
3. Click "WAIVE".
4. Follow the instructions to complete the form.
5. A reference number will be emailed upon submission, however final determination may take 24-48 hours.

## **Q Will you audit or verify my waiver request?**

A Yes, we will audit or verify your waiver request. This is to make sure your insurance plan will cover you when you're at school. Here's how our waiver review process works:

- We check the insurance company information you entered on your form to make sure it's accurate and that your coverage is active.
- We verify most waiver requests within 1-2 business days.
- Once we verify your coverage, we'll email you at the address you provided on your form to let you know if your waiver request was approved or denied. If we deny your request, we'll tell you why. We'll also guide you should you wish to revise and resubmit your form and supporting documentation.

## **Q Can I edit my form after I've submitted it?**

A Yes, if it's before your waiver/enrollment deadline of August 1, 2021

1. Go to [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams).
2. Follow the login Instructions.
3. Navigate to "Account Details".
4. Click "Edit Waiver".
5. Select the form you want to edit.
6. Update the form as needed.

7. Click "Update & Submit".

**NOTE:** You can edit your waiver up to 5 times.

You may not edit your form after August 1, 2021.

**Q Can I rescind my form after I've submitted it?**

A Yes, only if it's before your waiver/enrollment deadline of August 1, 2021

1. Go to [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams) .
2. Follow the login Instructions.
3. Navigate to "Account Details".
4. Click "[Click here to rescind your waiver](#)".
5. Click "Rescind My Waiver".

**NOTE:** Once waiver is rescinded, this action cannot be reversed.

You may not edit your form after August 1, 2021

**Q If I waive, but then lose my coverage, can I enroll in SHIP?**

A If you waive SHIP and then lose coverage under that plan (called a qualifying event), you may submit a Petition to Add request. The form can be found on your school's page at [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams) Make sure you read the form carefully as it contains very specific information on the Petition to Add process. Qualifying events include:

- Reaching the age limit of another health insurance plan
- Loss of health insurance through marriage or divorce
- Involuntary loss of coverage from another health insurance plan

**Q May I use one of my state's health insurance plans to waive my SHIP?**

A If you live in the state where you are attending school and bought insurance through your state's marketplace, you may be able to waive your SHIP. Please review these plans carefully. Many of them will have a deductible greater than that of your SHIP. This will increase your out-of-pocket costs. Also, many of these plans are HMOs with restrictive provider networks. Look at its provider network to be sure that you'll have In-Network providers near your campus.

Are you an international student? If so, then purchasing a subsidized marketplace plan or the state's Medicaid plan may jeopardize your visa status.



## About My Benefits

### Q What do my benefits include?

A Your SHIP is fully compliant with the Affordable Care Act (ACA) and all other federal and state mandates. It pays for a variety of medical services, including hospital room and board, inpatient and outpatient surgical procedures, labs and x-rays, chemotherapy and radiation, inpatient and outpatient mental health services, physician office visits, consultant visits, ambulance, emergency care and prescription drugs.

It covers preventive care services at no cost when you use In-Network providers. This includes routine physicals and examinations, screenings, GYN examinations, and most immunizations.

It pays for 100% of your medical fees when you use In-Network providers. This is the advantage to using In-Network providers. When you use Out-of-Network providers the coinsurance is less which means your potential out-of-pocket costs are more. You will also be responsible for paying any deductibles and applicable office visit and prescription drug copayments.

- It has no deductible for In-Network services and a \$250 per insured deductible for Out-of-Network services.
- It has a \$15.00 copayment for office visits
- Prescription drugs are covered for a 30-day supply after a:
  - \$10 copay for a generic drug,
  - \$25 copay for a preferred brand name drug,
  - \$45 copay for a non-preferred brand name drug.

Note: in some cases, prescription drugs may have a supply or quantity limit or require your doctor to get a Prior Authorization before you can pick-up your prescription. You can see review your plans' pharmacy list or formulary by visiting your school's page at [www.gallagherstudent.com/williams](http://www.gallagherstudent.com/williams).

### Q How can I get more information about my plan?

A Go to: [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams)

### Q Do I need a referral from my school's Health Services to see an off-campus health provider?

A No, you don't need a referral. However, seeking care or advice first from Health Services is a good idea, since they can connect you with valuable on-campus services or refer you to providers they know off-campus. For more information, visit your school's Health Services website <http://www.health.williams.edu/>

**Q How much does my student health insurance cost?**

A See chart below

	Annual (08/15/2021-08/14/2022)	Spring/Summer (01/01/2022-08/14/2022)
<b>Student</b>	\$2,177.00	\$1,270.00
<b>Spouse</b>	\$2,969.00	\$1,732.00
<b>Each Child</b>	\$2,969.00	\$1,732.00
<b>Family</b>	\$8,115.00	\$4,732.00

**Q Have changes been made to this year's plan?**

A No changes were made to the Plan for the 2021-2022 Policy Year.

**Q How do I find a doctor?**

- A 1. Go to [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams)  
1. Click on "Find a Doctor".

**Q How do I find a pharmacy?**

- A 1. Go to [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams)  
2. Click on "Pharmacy Program".

**Q Does my SHIP plan include dental and/or vision insurance?**

A If you're 18 or younger, you can get preventive dental and vision benefits with this plan. The same holds true for your enrolled eligible dependents as long as they are 18 or younger. For details, refer to your SHIP brochure or certificate.

For other dental and vision options, see **"What other services are available to me through my SHIP?"**

**Q Am I still covered if I live off campus? While traveling? When studying abroad?**

- A Yes, your plan covers you wherever you are. As long as you're enrolled in SHIP and paid the premium, you'll be covered. Other information about seeking medical care abroad:
- Always keep your SHIP ID card with you.

- Save a copy of the plan brochure and/or bookmark your student health website.
- If you get sick while abroad, you will likely need to pay for your care first and then need submit bills for reimbursement. Your covered expenses will likely be considered an out-of-network expense.
- Before you submit claims for reimbursement, have the itemized bill(s) translated into English. Also include a letter informing the claims administrator you already paid for the healthcare service and need to be reimbursed.
- Write your name, ID number, address and school name are on your bill(s). This will help the claims company process your reimbursement request correctly and promptly.

## Q Am I still covered after I graduate?

- A. A. You will be covered under your SHIP until the end of the policy period for which you are enrolled in SHIP and have paid your premium. If you enrolled and paid for the fall semester and graduate in December, you will be covered until the end of the fall semester coverage period. If you enrolled and paid for annual or spring/summer coverage and graduate in the spring, you will be covered until the end of the policy year. You won't be able to continue your coverage after your policy terminates.

## Q How does the ACA affect my SHIP?

- A. Your SHIP fully complies with the ACA. Being ACA compliant means your plan offers essential health benefits which includes certain preventive services such as annual physical and gynecology exams and some immunizations. It also covers pre-existing conditions without any waiting period.

There is no longer a federal tax penalty for not having health insurance, but the mandate to have health insurance remains. There are some states that have kept a state tax penalty for not having health insurance as well as having additional insurance requirements.

If you are under the age of 26, you may be eligible to enroll as a dependent on your family's employer/group health insurance plan. Contact that plan for more information.

## Q What other services available to me through my SHIP?

- A. The following services are included and complement your SHIP program:
- **Basix Dental Savings** — All students have access to an exclusive network of providers that provides discounts on dental services from routine care to major dental work and can save you 20% to 50% off the cost of dental care. There are a number of providers in the Williamstown area that participate in the program. To find out more about the savings program or to locate a provider please visit [www.basixstudent.com](http://www.basixstudent.com).
  - **EyeMed Vision** —All students have access to the EyeMed vision program. Students can receive discounted services for eye exams, glasses or contact lenses at participating EyeMed providers. You can use your

EyeMed discounts as often as you like. There are a number of providers in the Williamstown area that participate in the program. To find out more about the savings program or to locate a provider please visit [www.enrollwitheyemed.com](http://www.enrollwitheyemed.com).

- **SilverCloud** – an online behavioral health platform that provides behavioral health care and support for enrolled students. The platform delivers clinically proven, evidenced-based content, programs and support for depression, anxiety. Stress, resilience and sleep programs, anytime, anywhere.

## Q What other insurance products available to students?

A The following services are also available to students:

- **Personal property and Renters Insurance** are available to all students on a voluntary basis and covers you while on- or off-campus, at home, or abroad. All of your belongings including cell phones, laptops, clothing, books and much more are protected from accidental damage, theft, fire damage and water damage. For details, go to [www.gallagherstudent.com/property](http://www.gallagherstudent.com/property) to get a quote and enroll. A visit [www.gallagherstudent.com](http://www.gallagherstudent.com) for complete details about additional insurance products and how to enroll.
- **Dental Insurance** is available to all students at an additional cost and is offered through Blue Cross Blue Shield of Massachusetts. This plan provides full coverage for preventive services (including cleanings and x-rays) and 80% coverage after a \$50 deductible for basic benefits including restorative services (fillings, tooth removal and root canals). For more information or to enroll visit [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams).
- **Vision Insurance Plans are available** to all students to purchase on a voluntary basis at an additional cost. Go to [www.gallagherstudent.com/vision](http://www.gallagherstudent.com/vision). The types of plans and availability of plans vary by state. All students are eligible to enroll, you do not have to be enrolled in SHP.
- **Tuition Refund Insurance** is available to you on a voluntary basis at additional cost and can protect up to 100% of your education investment should a student need to withdraw for illness, injury, mental health disorder or an unexpected circumstance. Please visit [www.gallagherstudent.com](http://www.gallagherstudent.com) for complete details about additional insurance products and how to enroll.

## General Account Information

### Q How do I obtain an ID Card?

- A ID cards are available online through the MyBlue app available in the App Store or Google Play, usually 5-7 business days after your enrollment is processed by BCBS.
- You'll need your BCBS ID number to create your account (you do not need your social security number)
  - Your BCBS ID number is available by going to 'My Account' on GSH's website.

ID cards may also be mailed by Blue Cross Blue Shield to the address on file with Gallagher Student Health & Special Risk. Cards are usually sent 10-14 business days after BCBS has processed your enrollment.

If you need a replacement ID card, log onto [www.bluecrossma.com/myblue](http://www.bluecrossma.com/myblue) or call 1-800-253-5210.

**Q How do I obtain a tax form?**

A If the federal government requires reporting of health insurance coverage for 2021, tax forms will be mailed to the address on file by either the Insurance Carrier or the Claims Administrator. Please refer to the Important Contact Information Section of this document for further information.

**Q How do I print my verification letter?**

A Verification Letters are usually available 5-7 business days after your eligibility is confirmed.

1. Go to [www.gallagherstudent.com/Williams](http://www.gallagherstudent.com/Williams).
2. Follow Log in instructions.
3. Navigate to "Account Details".
4. Click on "Verification of Coverage".

**Q How do I change my address?**

A Please contact your school to update your address.

**Q Who do I contact?**

A See the guide below:

Answer Needed	Who To Contact	Contact Information
Enrollment, coverage, or Verification Letters	Gallagher Student Health & Special Risk	500 Victory Road Quincy, MA 02171 Website: <a href="http://www.gallagherstudent.com/williams">www.gallagherstudent.com/williams</a> click the 'Customer Service' link
ID cards, benefits, claims, claims payments, and tax forms	Blue Cross Blue Shield of Massachusetts	P.O. Box 9860630 Boston, MA 02298 Phone: 1-888-753-6615 Website: <a href="http://www.bluecrossma.com">www.bluecrossma.com</a>

Answer Needed	Who To Contact	Contact Information
Preferred Providers	Blue Cross Blue Care Elect PPO	Phone: 1-800-810-BLUE (2583) Website: <a href="http://www.gallagherstudent.com/williams">www.gallagherstudent.com/williams</a> click "Find a Doctor"
In-Network pharmacies	Express Scripts	Phone: 1-800-711-0917 Website: <a href="http://www.gallagherstudent.com/williams">www.gallagherstudent.com/williams</a> click "Pharmacy Program"
Blue Cross Blue Shield Voluntary Dental	Dental Blue	Phone: 1-888-753-6615
Gallagher Student Health Plan Enhancements	EyeMed (Discount Vision), Basix (Dental Savings) Silvercloud (Behavioral Health)	EyeMed Phone: 1-866-839-3633 Website: <a href="http://www.enrollwiththeyemed.com">www.enrollwiththeyemed.com</a>  Basix Phone: 1-888-274-9961 Website: <a href="http://www.basixstudent.com">www.basixstudent.com</a>  Silvercloud Website: <a href="https://gsh.silvercloudhealth.com/signup/">https://gsh.silvercloudhealth.com/signup/</a>
Assistance programs	Blue Care Nurse Advice Line & Health and Wellness Benefits	Phone: 1-888-247-BLUE (2583)