

EL PASO



COUNTY

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EMPLOYMENT, BENEFITS AND MEDICAL SERVICES DEPARTMENT (EBMS)
COMPENSATION, EMPLOYEE BENEFITS, MEDICAL SERVICES AND RISK MANAGEMENT DIVISIONS
IMAD KARAKI
DIRECTOR

October 2009

Re: Collection of Social Security Numbers and Medicare Claim Numbers

Dear Employee:

Beginning in 2009, a new federal law requires group health plans and claim administrators to provide reports to the Centers for Medicare & Medicaid Services (CMS). The purpose of the report is to assist CMS in determining when the group health plan coverage should be the primary claim payer for individuals with Medicare coverage.

To comply with this law, it is important that you verify that the information you provided for enrollment is accurate for yourself and your enrolled dependents. All of the following information is required, as applicable:

1. **All Employees:**
 - Accurate Social Security Number (SSN); AND
 - Accurate Medicare Claim Number (if enrolled in Medicare)
2. **Dependents:**
 - Accurate Social Security Number; or
 - Accurate Medicare Claim Number (if enrolled in Medicare)

Medicare Claim Number: The individual identification number assigned by Medicare to individuals with Medicare coverage. Only individuals enrolled in Medicare will have a Medicare Claim Number.

We understand that you may have concerns with sharing your SSN. However, federal law requires that we collect this information so that accurate reports can be provided to CMS. This information will be shared only with CIGNA HealthCare for reporting directly to CMS. CIGNA HealthCare sends the reports to CMS using a secure data transmission method to ensure the privacy and security of your information. Attached is a letter from CMS which further explains the requirement for collecting SSNs and Medicare Claim Numbers under this new federal law. (*Note: The CMS letter refers to the Medicare Claim Number as the "Health Insurance Claim Number" or "HICN."*)

Non US Citizens: Individuals who are not a United States Citizen cannot obtain an SSN or Medicare Claim Number. You are not required to provide information for individual(s) who are not US citizens since there is no Medicare eligibility issue. However, you must provide the information for yourself and any enrolled dependents who are US citizens.

Please contact Stacy Wendt at 520-7420 if you have any questions.

Thank you for your understanding and cooperation.

