



Teachers Health Trust

REQUIRED DOCUMENTS FOR DEPENDENT COVERAGE

Documentation is required to establish eligibility for your dependents. You have thirty-one (31) calendar days from the date of your health insurance orientation to submit the required documents to the Trust. When submitting the required documentation, please include **your** name and Social Security Number for identification purposes. The required documentation is identified below:

TYPE OF DEPENDENT

DOCUMENT REQUIRED

Spouse

A copy of your certified marriage certificate.

Domestic Partner

A copy of your Certificate of Registered Domestic Partnership through the state of Nevada.

Child

A copy of the certified birth certificate, which includes one or both of the parents' names, issued by either the state or county of birth. If the birth certificate is from a foreign country, a translation must accompany the birth certificate; the Trust will not pay for the translation. Birth certificates issued by a hospital are **NOT** acceptable.

Contact Us

Visit us at:

2950 East Rochelle Avenue
Las Vegas, NV 89121

Member Services Phone:

(702) 794-0272 or (800) 432-5859

Fax: (702) 794-2093

Email: serviceteam@teachershealthtrust.org

Website: teachershealthtrust.org

Please remember that it is important to maintain original documents for your personal records and files. When submitting documents to the Teachers Health Trust at New Hire Orientation, we strongly recommend having copies on hand for all required enrollment documentation.

For Teachers By Teachers