

# Member Responsibilities

## What do I need to do to stay enrolled in KI-HIPP?

**ALL** of the actions below must be taken in order to remain enrolled in KI-HIPP:



Have a Medicaid member on the policy.



Remain enrolled in Employer-Sponsored Insurance (ESI).



Pay the health insurance premium.



Submit a paystub when notified.

**! Please Note:** If the actions listed above are not taken and KI-HIPP benefits are lost, the Medicaid member will stay enrolled in the ESI plan until they are disenrolled by the policy holder. The policy holder will **no longer** receive KI-HIPP payments that help pay the cost of ESI premiums.

## How do I report a change?

If the Medicaid member on the policy has any changes that may impact **eligibility for Medicaid**, the member must “report a change” to the **benefind Self-Service Portal** at [benefind.ky.gov](http://benefind.ky.gov) or contact **DCBS** at **855-306-8959**. The Medicaid member must “report a change” if any of the changes below apply:

<b>Income</b>	<b>Employer</b>	<b>Health Plan</b>
<b>Household Size</b>	<b>Address</b>	<b>Tax Filing Status</b>

## What happens if I am disenrolled from KI-HIPP?

If disenrolled from KI-HIPP due to **failure to submit requested documents** to the KI-HIPP Team, the policy holder will no longer receive premium payments and will be responsible to pay for the ESI plan.

For Medicaid members previously enrolled in a Managed Care Organization (MCO): If **ESI coverage is lost**, the Medicaid member will **transition back to an MCO**.