WHO IS ELIGIBLE?

Eligible dependents include:

- Legal spouse
- Natural, adopted or foster child(ren) under the age of 26, unless disabled
- Stepchild(ren) (i.e. the child of your legally married spouse)
- Any child for whom the court requires you to provide health coverage (court order required)

Your parents, grandchildren, children who do not fit the above definition, and former spouses (including those for whom a court order requires you to provide medical coverage) are not considered eligible dependents under Collin County benefit plans.

If you enroll an ineligible dependent, you may be required to pay additional coverage costs, and any claims paid on their behalf may be reversed.

If you are enrolling a dependent, you must provide dependent verification within 30 days of enrollment. If verification is not received, the dependent's coverage election may not be approved, and the individual may be deemed ineligible to participate. See the Qualifying Life Events flyer on page 6 of the full Benefits Guide for a list of required documents.

When to Enroll or Make Changes

Open Enrollment:

Open Enrollment for 2026 benefits runs from December 1, 2025 - December 12, 2025. You will not be able to add or change your benefits after Open Enrollment unless you experience a qualifying life event.

Qualifying Life Events:

In the event you experience a change in status, such as marriage or the birth of a child, you will have 30 days from the date of the life event to notify the Human Resources Benefits team to request an enrollment change. In the case of divorce, you will have 60 days to provide notification. If notification is not provided in the specific time frame, you will need to wait until the next Open Enrollment period or QLE to make any changes. You may also be required to continue to pay for coverage for the ineligible dependent, even if their coverage has been terminated.

New Hire Enrollment:

You have 30 days from your hire date with Collin County to enroll in benefits. If you don't complete enrollment by your 30th day, you will only have Collin County provided Short-Term Disability, Long-Term Disability, TCDRS Retirement, and Basic Life and Accidental Death & Dismemberment insurance.