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From: Michael Humphrey <mjhumphrey@alaska.edu>

Date: Mon, Jan 31, 2011 at 9:09 AM

Subject: [Benefits- UAF] Dependent Audit

To:

Cc: UAA All <benefits-uaa-l@lists.uaf.edu>, sdbutro@alaska.edu, UAS

All <benefits-uas-l@lists.uaf.edu>, UAF All

<benefits-uaf-l@lists.uaf.edu>

letter you will receive from ConSova.

Will the submitted documents be retained by ConSova? If so, for how long?

Documentation received from University of Alaska employees will be

employees. ConSova will destroy all documentation and wipe all hard drives containing protected health information 30 days after the dependent verification is completed.

Can my local Human Resources Department review my documents to

determine eligibility of my dependents instead of ConSova?

No. The University of Alaska will not review any documentation for the verification process. All documents must be provided to ConSova