



Kit Carson County
Employee Newsletter
2019

From the Clerk's Office

The revolving world in the Clerk and Recorder's Office changes from day to day from extremely busy to a steady flow. DRIVES is now into the sixth month of providing services for Drivers License and Motor Vehicle transactions and finally settling into a normal routine, that is until the next unusual situation comes to the counter!

The Election's Office and Recording will be seeing the most activity in 2019. Re-modeling of the Election Office is in full swing adding base cabinets to match the upper cabinets that were installed last year because of new ceiling requirement of the courthouse upgrade. It is exciting to see these upgrades happening to improve the flow and functionality of the office during election season. Big thank you to Collin, Ruben, and Eddie for their help and patience!

US Imaging will be on site March 1st through 13th to scan all of the land records and commissioners books from 1889 through November 1967. The aperture cards from 1967 through April 1994 have been sent to their plant to be digitized as well. By the end of 2019, all of the stages of digitization should be finish. This project of over \$200,000 is being totally funded by an Electronic Record Technology Board Grant! The next step will be the indexing in 2020 and four different elections. As for the Election Recording Technology Board, Clerk Susan Corliss was elected as the Chair at the February meeting.



Health Insurance Basics

Going Digital With Your Health Benefits

Managing your health, as well as your family's health, can be complicated. Most health plans – including Anthem's – have a variety of online tools that streamline the process of finding good care, working with your doctor and paying for your health plan.

Streamline Your Time and Effort

You probably already use your cell phone or tablet to take care of household tasks, ranging from banking to ordering groceries and supplies. Now, tapping into your health plan's resources has never been easier. Most benefit plan apps help you to:

- Find a doctor in your plan's network
- Locate nearby urgent care facilities – including phone numbers, maps and directions
- Access your health plan's online portal, often including a digital ID card and any treatment reminders

Figure Out How Much Your Health Care Will Cost

If you've ever tried to learn how much a medical procedure will cost, you know how mysterious it can be. We believe that greater transparency can help to lower medical costs. Some health plans have added [cost finders](#) to their websites. This allows you to get estimates for certain types of care, based on your specific plan and where you live.

Cut Down On Paperwork

In today's world, most health plans offer you the ability to perform routine tasks associated with your health plan account online. In most cases, this allows you to:

- Sign up for digital communications
- Order new ID cards or switch to a digital ID card
- Go paperless with Explanation of Benefits forms
- Pay your premiums using autopay
- Add or delete family members to your plan

Health plans offer more tools than ever – to help you manage your health care. Visit your plan's website to learn more.

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Ask HR

“Ok, so I just returned from the Dr. Now how do I get reimbursed?”

Remember that the County only reimburses for medical and pharmacy prescriptions not vision and dental.

Bring the receipt and or Explanation Of Benefit (EOB) that has the amount of the office visit to the Administration office and fill out the HIPPA form and voucher. Sign on both sides.

Turn the EOB and or receipt into Phil or Peggy to get the ball rolling and if you haven't met your deductible yet, you will get a reimbursement check within 10 days depending on which day of the week you have submitted your paper work. Peggy needs the completed paperwork turned in before Monday at 4pm if you want the reimbursement check, the next Wednesday otherwise it will be the following Wednesday before the check is authorized.

The County reimburses off the Explanation of Benefit (EOB) and not Dr. bills

On Anthem.com, the Summary sheet of claims is ok to turn in as long as it shows the amount applied to deductible.



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5				4		1	3
	3			2			
4		2					1
		1	8		2		9
8						4	
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Congratulations to Della Calhoon Recipient of Emergency manager of the year for 2018

Our own Della Calhoon received the All-Hazards Comprehensive Emergency Manager of the Year Award for the Northeast Region. Della has developed as an Emergency Manager at an accelerated pace over the last few years. In her capacity as Emergency Management Director for Kit Carson County, she has displayed much decision making ability. Leadership is one of her strongest qualities, as she displayed with a presentation she provided to the town of Seibert lately.

Della , single handedly facilitated the “Seibert Tornado Exercise” by coordinating the design and construction of a “ Seibert Tornado Tabletop Simulation Model” that was used among the towns responders, schools and local town government, promoting Severe Weather Awareness and Safety in Kit Carson County.

Congratulations, Della! We are proud of you!