

VAcorp Hybrid Disability Program – Payment Requirements

VAcorp emails the monthly Hybrid Disability invoice to each participating entity's billing contact. The following **three** items **must** be provided to VAcorp each month:

1. **Completed Invoice**
2. **VRS Navigator Snapshot** (see sample below)
3. **Payment (matching the invoice amount)**

Detailed Bill Payment Steps:

1. Complete the invoice by entering:
 - VAcorp participant/member number (not VRS number)
 - Employer Name
 - Total number of Hybrid Plan employees reported to VRS
 - Total monthly Hybrid Plan creditable compensation reported to VRS
2. Create a screenshot (print screen) of the month's **VRS Hybrid Plan Snapshot** information (see sample below), including:
 - Number of lives
 - Total creditable comp
 - Entity name
 - Month of report

NOTE: Creditable comp on Snapshot and invoice should match.
3. Send the following to VAcorp by the invoice due date:
 - Invoice
 - VRS Snapshot (see sample below)
 - Payment

DO NOT send personal identifying information/employee census to VAcorp.

If you reply to the email and attach the required invoice and VRS Snapshot then follow with payment (check, ACH, or bank pay), VAcorp will pair your emailed information with your payment.

Please note: this benefit program is **state-required** for all employees enrolled in the Hybrid Retirement pursuant to Code of Virginia, Title 51.1, Chapter 11.1, Disability Program for Hybrid Retirement Program Participants, § 51.1-1150 et seq.

(<https://law.lis.virginia.gov/vacode/title51.1/chapter11.1/section51.1-1150/>)

VAcorp includes a frequently asked question in the monthly email, which may be shared with other staff members who work with the Hybrid Disability program.

Questions of the Month are compiled and available at [QOM-through-April-2024.pdf](#)

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All documents related to the VAcorp Hybrid Disability program (not claims) are found at <https://www.vacorp.org/coverage/hybrid-disability/> (login NOT needed)

For billing information contact: billing-hybriddisability@riskprograms.com

For claims status login to The Standard claim portal at:

<https://app.standard.com/benefits/employer/compassi> or email AL-VACORPClaims@standard.com

For any other Standard service question, contact your dedicated Standard Account Manager

Sample Snapshot – screenshot should show Month, Year, Hybrid Staff only, Active Members, and Credible Comp

Welcome

The Snapshot

Change agency Refresh Previous Help

Profile Person Organization Contribution Confirmation Payments Workflow Report

My Basket

[Record displayed]

No work items pending

Confirm Regenerate Snapshot Request Snapshot File

Terms And Conditions

☒ I agree to comply with the security policy.

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Contribution Summary

Org Name :
Contribution Month: July
Plan: VRS
Snapshot Generation Date : 7/18/2024 9:48:42 AM

Confirmation Status : Pending
Contribution Year : 2024
Org Code :
Confirmed Date :

Defined Benefit (DB) Plan Contribution Summary

Plan	Current Month Contribution	Adjustment Amount	Total
VRS	\$2,221.92	\$0.00	\$2,221.92

Plan	Current Month Service Purchase Contribution	Adjustment Service Purchase Amount	Total
VRS	\$0.00	\$0.00	\$0.00

Benefits	Current Month Contribution	Adjustment Amount	Total
No records to display			

Total : \$2,221.92

Other Details

Employment Summary DB Plan Contributions Benefit Contributions DB Plan Adjustments Benefit Adjustments Service Purchase Contributions Service Purch

Plan	Org Code	Active Members	Creditable Compensation	Employer Contribution	Employee Paid Employee Contribution
Virginia Retirement System - Plan 1	XXXXX	1	\$15,485.33	\$0.00	\$774.27
Virginia Retirement System - Hybrid	XXXXX	5	\$36,191.41	\$0.00	\$1,447.65

Validation Information