

⚠ Please do not put Dependent Family Member Removal Procedure documents in the enclosed return envelope.

For Stream Y

Documents to be submitted [Please submit (1) to (3).]

(1) Notification of Change of Health Insurance Dependents

[Obtain from]

You can find this on the Nissan Motor Health Insurance Society website.

Search for **Nissan-Kenpo** ⇒ Go to Health Insurance Card, then



5. Procedures for Removing a Family Member as a Dependent

(2) Nissan Kenpo health insurance card

(3) Copy of your health insurance card from your place of employment or a document that shows the date you enrolled in social insurance.

For Stream Z

Documents to be submitted [Please submit (1) to (3).]

(1) Notification of Change of Health Insurance Dependents

[Obtain from]

You can find this on the Nissan Motor Health Insurance Society website.

Search for **Nissan-Kenpo** ⇒ Go to Health Insurance Card, then



5. Procedures for Removing a Family Member as a Dependent

(2) Nissan Kenpo health insurance card

(3) The following attached documents depending on the reason for removal

Reason for removal	Attached documents (copies are OK)
Excess income	No attached documents
Living separately	A document that shows the day you started living separately
Marriage	A document that shows the date of marriage or a document that shows the day you started living separately
Divorce	A document that shows the date of divorce
Became an employment insurance beneficiary	Proof of employment insurance beneficiary status (Ensure you submit a copy.)



Submission deadline November 20, 2023 (Mon.)

Where to submit documents

Nissan Motor, Nissan Motor Kyushu	Family Member Details Office, HR SC, Headquarters
Affiliated companies	Health insurance contact person at your workplace

	Question	Answer
About the survey	Q.1 Why is this survey being conducted?	This survey is conducted under Article 50 of the Enforcement Regulations of the Health Insurance Act for the purposes of maintaining fair certification of dependents as well as ensuring the appropriateness of insurance benefits. This survey is therefore necessary to ensure all details have been provided to the Society and to prevent deterioration of the Society's finances owing to certification as a dependent of any person who should not be certified as a dependent.
	Q.2 What if the required documents are not submitted by the due date?	Please note that if, without good reason, there is no response to repeated requests from the Society, and the Response Form or certification documents are not submitted, the status of the dependent(s) will be invalidated as of December 1, 2023, under Article 50, Paragraph 9 of the Enforcement Regulations of the Health Insurance Act: "In the case of verification or renewal, a policyholder's certificate that has not been verified or renewed shall be invalid." In such an event, please be aware that the bill for the health insurance portion of any expenses for medical attention received after the date of loss of dependent status will be at own cost.
	Q.3 What kind of company is OACS K.K.?	OACS K.K. specializes in projects and research related to the health insurance business, and has staff with expert knowledge and experience in dependent status surveys. OACS K.K. also has Privacy Mark certification and has signed a contract with Nissan Motor Health Insurance Society concerning the protection of personal information.
About the Response Form and the required documents	Q.4 The policyholder has already resigned/retired. Do documents still need to be submitted?	Please write "Policyholder resigned/retired in [month]" in the remarks field in the Response Form and submit the Response Form only. (If the policyholder resigns/retires in or after December, he/she is still a survey respondent, so please submit the documents.)
	Q.5 Costs are incurred to obtain a residence certificate. Does the Society bear those costs?	The expenses and transport costs you incur to obtain certification documents are all at own cost. We ask for your understanding and cooperation for the purposes of fair dependent status verification.
	Q.6 Response Form(s) for my dependent family member(s) was/were not enclosed. Why would that be?	Response Forms only for survey respondents are enclosed. Anyone whose name is not printed on the Response Form does not need to complete the survey this time. Please read about survey respondents on page 1.
	Q.7 I don't have a certificate of income and withholding tax for 2022. What should I do?	Please either ask your workplace to reissue the certificate, or submit your 2023 income certificate or copies of all your wages/salary statements for 2022.
	Q.8 About the wages/salary statements for the last three months, the only statement I can't find is the August one. Are the July and September statements enough?	Please submit wages/salary statements for the three most recent months that you have (in this case August is excluded, so they would be the June, July, and September statements).
	Q.9 I don't receive paper wages/salary statements. What should I do?	Print out online statements confirming the relevant months, gross wages/salary pay, commuting allowance, etc. Note: If the respondent's name does not appear on the statement to be printed, please write the name in a blank space.
	Q.10 I am a student and I work part-time. Do I need to submit wages statements or a certificate of income and withholding tax, etc.?	Students aged 23 years or over (i.e., born on or before April 1, 2001) are required to submit a certificate. If you are a student aged 22 years or under (i.e., born on or after April 2, 2001) please submit a copy of your student card or certificate of student status.
	Q.11 If I have wages income from a part-time job, do you base the determination on gross pay (before taxes) or net pay (after taxes)?	The determination is based on gross pay (before taxes). The Society also treats commuting allowances as income.
	Q.12 How should I fill in my income for 2022 in the Response Form?	If you have had any wages/salary or pension income during 2022, please enter the amount of gross income before tax deductions. If you are self-employed or have other income, please enter the amount of sales.
	Q.13 Is income from self-employment determined on the basis of the amount of earnings?	Under the Health Insurance Act, income from self-employment is "total income less any 'directly necessary expenses'". For certification as a dependent, the necessary expenses deducted from total income are limited to the expenses without which the business would not be viable (i.e., "directly necessary expenses"), unlike the necessary expenses accepted under the Income Tax Act. The amount of earnings as it appears on your tax return is not necessarily deemed to be income. Note: Please see the Society's website for information about the "directly necessary expenses" that the Society accepts.
	Q.14 I have lost my most recent Pension Bank Transfer (Revised) Notice. What should I do?	If you have lost the notice, please ask the issuer (e.g., Japan Pension Service) to issue a Bank Transfer (Revised) Notice and submit it. (The same applies to disability pensions and survivor pensions.)
	Q.15 Does income include disability pension, public officer pension, and survivor pension? If I am receiving one of these, what documents should I submit?	Income includes all pensions. Please submit the most recent Pension Bank Transfer Notice for all the pensions you are receiving. However, this does not include personal pensions from life insurance policies.
	Q.16 What is a remittance certificate?	A "remittance certificate" is "a document confirming the details of a remittance." Specifically, this could be a copy of a receipt (bank transfer notice), a copy of a bankbook page showing a transaction between a payer and payee, or similar. Please submit remittance certificates for the last three months (clearly showing who paid whom, when, and how much).