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HIOS ID#: 78124NY0980074-00

EC: SFX1

Group Health Insurance Application/Change Form

- Please print clearly and complete all sections that apply to you
- Additional instructions are included
- This application cannot be processed without this information and a signature

Section 1: Employer Group Information

This section should be completed by the Group Benefits Administrator

Medical Group Number (8 digits)

Medical Subgroup Number (4 digits)

Medical Class Number (4 digits)

Dental Group Number

Dental Subgroup Number

Employer Name

Association/Chamber Name (if applicable)

Group Administrators Signature

Date

Subscriber Status:

Date of Hire: ___/___/___

Rehire- Date of Rehire: ___/___/___

COBRA - Effective Date: ___/___/___

Retired - Effective Date: ___/___/___

Cancelled -- Effective Date: ___/___/___

Please indicate reason for COBRA if applicable:

Left Employment/Retired Divorce/Legal Separation

Loss of Student Status

Death of Subscriber

Dependent Reached Max Age

Other: _____

Section 2: Your Information

This section should be completed by the Subscriber

Last Name

First Name

MI

Social Security #

Birthdate ___/___/___ Sex: Male Female

Street Address

City

State

Zip

Phone

Would you like to receive emails about health & wellness? Yes No

Email

Medicare Eligible Yes No If yes, indicate reason

Age 65+

Disability

End Stage Renal

Medicare Number (if applicable)

Part A Effective Date: ___/___/___

Part B Effective Date: ___/___/___

Marital Status: Single Married

Legally Separated

Divorced/Marital Status Event Date ___/___/___

Section 3: Subscriber Medical Plan Selection

SimplyBlue Plus Platinum 3

If enrolling in a Medical plan, who do you need coverage for?

Self Only

Self & Child (ren)

Self & Spouse/Domestic Partner

Family

Effective Date: ___/___/___

Section 4: Subscriber Dental Plan Selection

Please select plan if applicable:

- Dental Blue Classic (DI) Dental Blue Options (DJ)
Dental Other (DE)

If enrolling in a Dental plan, who do you need coverage for?

- Self Only Self & Child (ren)
Self & Spouse/Domestic Partner Family

Medical & Dental Effective Date: ___/___/___

Pediatric dental is an essential health benefit mandated by the ACA. If your employer group does not provide pediatric dental coverage through this Excellus BCBS plan, you agree to enroll in the dental plan offered to you by your employer.

Section 5: Please indicate the reason for this enrollment or change

- New Hire / Rehire Open Enrollment Retirement Loss of Coverage COBRA
Medicare Eligible Change in employment status Change to new employer that does not offer insurance
Loss of eligibility through employer or discontinuation of employer coverage
Marital Status Change Marriage Divorce Dependent reaches maximum age of coverage
Address Change Last Name Change A move in or out of service area
Remove Dependent Death

Add Dependent: Please indicate reason Newborn Marriage Other _____

Date of Event ___/___/_____

Section 6: If canceling coverage, who are you canceling coverage for?

- Subscriber
Medical Cancellation Date ___/___/___ Dental Cancellation Date ___/___/___
Dependent(s) (List each dependent below in section 8)
Medical Cancellation Date ___/___/___ Dental Cancellation Date ___/___/___

Why are you canceling coverage?

- Subscriber's request Divorce Deceased Medicare/Medicaid or other coverage
Coverage through spouse Loss of eligibility through employer or discontinuation of employer coverage
Other _____

Section 7: Information about who you would like coverage for

- Spouse Domestic Partner Dependent Child Disabled Dependent Child *Separate form required
Other _____

Sex: Male Female Birthdate ___/___/_____

Last Name (if different) First Name MI Social Security #

Medicare Eligible Yes No If yes, indicate reason Age 65+ Disability End Stage Renal
Part A Effective Date: ___/___/___ Part B Effective Date: ___/___/___
Medicare Number (if applicable)

- Dependent Child Disabled Dependent Child*Separate form required Other _____

Sex: Male Female Birthdate ___/___/_____

Last Name (if different) First Name MI Social Security #

Medicare Eligible Yes No If yes, indicate reason Age 65+ Disability End Stage Renal
Part A Effective Date: ___/___/___ Part B Effective Date: ___/___/___
Medicare Number (if applicable)

Instructions for completing the Group Health Insurance Application

Section 1

This section should be completed by a Group Benefits Administrator.

Section 2

This section should be completed by the Subscriber.

Section 3

Column A – This column is populated with the plan name your group has selected.

Column B – Select who you want to cover on this medical plan.

Section 4

Column A – Select the dental plan your employer offers. All products may not be applicable to your employer group. Please check with your Group Administrator.

Column B – Select who you want to cover on this dental plan.

Section 5

Select the box that describes what you need to do regarding health insurance coverage and include the date of the event. An event is a specific occurrence, due to change in status, marriage, divorce, birth or adoption, group's anniversary date, or rate change. Your request must be received within 30 days of the event date. Please see your Group Administrator for events that fall outside the 30-day period. If New Hire, Open Enrollment, Add/Remove Dependent or Loss of Coverage, you must also check coverage type and persons to be covered, and Dependent Information section.

You may be required to provide documentation of certain events.

Section 6

If you are canceling coverage, select who you are canceling coverage for and the date the coverage will cancel. Then select your reason for canceling.

Section 7

Please include information about all the people who you would like coverage for.

Use an additional application if more than four people need coverage.

If your dependents are Medicare eligible, complete the questions regarding Medicare Coverage.

Qualified guidelines for coverage include:

- A legal spouse/domestic partner (An ex-spouse no longer qualifies as of the date court documents are stamped and filed with the court)
- Must be under the eligible child age for your employer group including natural, adopted or stepchild(ren)
- Child (ren) Only coverage is available for children up to age 26 or 29 depending on the employer group coverage.
- There are additional eligibility requirements for dependents pending adoption, for which you are the legal guardian, and/or a handicapped or disabled dependent who is over the dependent age. Please contact your Group Administrator for the appropriate form.

Section 8

Please include accurate information in this section. This could affect the processing of your application and/or claims.