

ENROLLMENT FORM

TO BE COMPLETED BY EMPLOYER			
COMPANY NAME		GROUP NUMBER	DATE OF HIRE
EFFECTIVE DATE		PPO OPTION	
DIVISION #/NAME		DEPARTMENT # / NAME (if applicable)	
<input type="checkbox"/> New Enrollment	<input type="checkbox"/> Marriage	<input type="checkbox"/> Retirement	
<input type="checkbox"/> Open Enrollment	<input type="checkbox"/> Change Name	<input type="checkbox"/> Address Change	
<input type="checkbox"/> Change Employment Status	<input type="checkbox"/> Unpaid Leave of Absence	<input type="checkbox"/> Other _____	

EMPLOYEE INFORMATION:			
LAST NAME	MI	FIRST NAME	DATE OF BIRTH
ADDRESS			
CITY	STATE	ZIP	GENDER
MARRITAL STATUS		<input type="checkbox"/> Single	<input type="checkbox"/> Married
<input type="checkbox"/> M <input type="checkbox"/> F		<input type="checkbox"/> Separated	<input type="checkbox"/> Divorced
<input type="checkbox"/> Widowed		SOCIAL SECURITY NUMBER	
HOME PHONE	WORK PHONE	CELL PHONE	EMAIL ADDRESS
EMPLOYEE FAMILY PHYSICIAN NAME OR PRACTICE NAME		PHYSICIAN ADDRESS	PHYSICIAN PHONE
Is your spouse employed? <input type="checkbox"/> YES <input type="checkbox"/> NO		Is your spouse eligible for Health benefits through employer? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Is your spouse covered under this employer Plan? <input type="checkbox"/> YES <input type="checkbox"/> NO		Name & Address of Spouse's Insurance Company:	
		Policy Number:	
Name & Address of Spouse's Employer:			

HEALTH BENEFIT OPTIONS:	LEVEL OF COVERAGE:
MEDICAL: <input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> Employee <input type="checkbox"/> EE/SP <input type="checkbox"/> EE/Child(ren) <input type="checkbox"/> Family

DEPENDENT INFORMATION: List spouse and any dependent child who will be covered under your Health Benefit Option.			
Dependent #1: First & Last Name	Social Security Number	Date of Birth	Gender <input type="checkbox"/> M <input type="checkbox"/> F
Dependent Physician or Practice Name	Physician Address	Physician Phone	Relationship <input type="checkbox"/> Spouse <input type="checkbox"/> Son <input type="checkbox"/> Dgtr <input type="checkbox"/> Other
Dependent Contact Phone	Dependent Email	Is this dependent covered under any other health coverage? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Dependent #2: First & Last Name	Social Security Number	Date of Birth	Gender <input type="checkbox"/> M <input type="checkbox"/> F
Dependent Physician or Practice Name	Physician Address	Physician Phone	Relationship <input type="checkbox"/> Spouse <input type="checkbox"/> Son <input type="checkbox"/> Dgtr <input type="checkbox"/> Other
Dependent Contact Phone	Dependent Email	Is this dependent covered under any other health coverage? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Dependent #3: First & Last Name	Social Security Number	Date of Birth	Gender <input type="checkbox"/> M <input type="checkbox"/> F
Dependent Physician or Practice Name	Physician Address	Physician Phone	Relationship <input type="checkbox"/> Spouse <input type="checkbox"/> Son <input type="checkbox"/> Dgtr <input type="checkbox"/> Other
Dependent Contact Phone	Dependent Email	Is this dependent covered under any other health coverage? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Dependent #4: First & Last Name	Social Security Number	Date of Birth	Gender <input type="checkbox"/> M <input type="checkbox"/> F
Dependent Physician or Practice Name	Physician Address	Physician Phone	Relationship <input type="checkbox"/> Spouse <input type="checkbox"/> Son <input type="checkbox"/> Dgtr <input type="checkbox"/> Other
Dependent Contact Phone	Dependent Email	Is this dependent covered under any other health coverage? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Dependent #5: First & Last Name	Social Security Number	Date of Birth	Gender <input type="checkbox"/> M <input type="checkbox"/> F
Dependent Physician or Practice Name	Physician Address	Physician Phone	Relationship <input type="checkbox"/> Spouse <input type="checkbox"/> Son <input type="checkbox"/> Dgtr <input type="checkbox"/> Other
Dependent Contact Phone	Dependent Email	Is this dependent covered under any other health coverage? <input type="checkbox"/> YES <input type="checkbox"/> NO	

I authorize my employer to deduct the appropriate contribution from my earnings, if applicable.

I do not desire employee coverage I do not desire dependent coverage

I understand that a qualified change in Family Status or Loss of Coverage(Special Enrollment) will be required to enroll at a later date.

I hereby authorize any provider of health care services, claim administrators, insurers, reinsurers, and others who have legitimate need for such information for the purpose of review, investigation or evaluation of a claim, to supply to each other with information about my health status and health care services provided to me. I agree that a photographic copy of this authorization is valid as the original.

Date: _____

Signature: _____