

Enrollment / Change Application

Employee: Please return to your Benefits Department. Retain a copy as your temporary ID card until your permanent card is received.

Employer: Please return completed enrollment application to: ADVANTAGE/Eligibility, PO Box 80069, Indpls, IN 46280 or fax to (317) 536-3827.



Employer Use Only: ADVANTAGE cannot process this application without Authorized Personnel signature.

Signature of authorized personnel: _____ Date of Hire: ____/____/____ Employment term date: ____/____/____
Date Signed: ____/____/____ Coverage effective date: ____/____/____ Coverage term date: ____/____/____

Employer Name:	Group #	Plan Selection: <input type="checkbox"/> HMO <input type="checkbox"/> POS <input type="checkbox"/> HDHP <input type="checkbox"/> Choice Network <input type="checkbox"/> Other _____
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SECTION 1 EMPLOYEE INFORMATION

Employee Name:		Employee Email Address:	
		Do we have permission to contact you via email? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Employee Address:	City/State:	Zip:	Primary Language: _____ Ethnicity: _____
Home Phone:	Business Phone:	Cell Phone:	County:
		Employment Status: <input type="checkbox"/> Active <input type="checkbox"/> Retired <input type="checkbox"/> Active on Medicare <input type="checkbox"/> Retired on Medicare	

Check box that applies: NEW ENROLLMENT COBRA ELECTION CHANGE(S) TO EXISTING ENROLLMENT (check box(es) below that apply)
 Name Change Address Change Phone Change PCP Change (Complete Section 5 for those changing PCP)
 Add new member (Complete Section 5) Coverage effective date: ____/____/____
Check Qualifying Event for adding Member: Marriage Birth Adoption* Legal Guardianship* (*Include legal documentation)
 Term Entire Family Term Dependent(s) - List names _____
Check Qualifying Event for Term: Divorce Death Rec'd other coverage Termed employment /Retirement
 Other _____ Coverage term date: ____/____/____

SECTION 2 MARITAL STATUS: Single Married Divorced Separated Widowed

SECTION 3 TYPE OF MEDICAL COVERAGE REQUESTED: Employee Only Employee & Spouse Employee & Child(ren) Family

SECTION 4 WAIVER OF COVERAGE

I refuse coverage under the group benefit plan of my employer. I understand that if I want to apply for this coverage at a later date, I may have to wait until the next Open Enrollment unless I have had a status change, which will permit me to enroll in The Plan. In order to enroll at a later date, I must apply for coverage within 31 days after the change of status has occurred. In the event that I refuse medical coverage, federal law requires certain disclosures. I understand the conditions of coverage and refuse to participate because:

- Another group plan is available and covers: ME MY SPOUSE MY DEPENDENT CHILDREN
 I am covered by Medicare, Medicaid, or any other federal, state provincial or other government plan. Other: _____

Signature of Waiver Applicant: _____ Date Signed: ____/____/____

SECTION 5 ENROLLMENT INFORMATION & PRIMARY CARE PHYSICIAN (PCP) SELECTION

Relationship = Child/Stepchild, Disabled Dependent, Legal Guardian

Additional relationship (if employer offers): Grandchild, Domestic Partner

Relationship	Name (First, Middle, Last Name)	Relationship to Employee (choose from above list)	Birthdate	Sex	Social Security No.	PCP Name (Must be within 30- miles of your residence or workplace)	PCP ID from AHS Provider Directory (ex: PRO1234)	Is this your Current PCP?
Employee				<input type="checkbox"/> M <input type="checkbox"/> F				<input type="checkbox"/> Y <input type="checkbox"/> N
Spouse				<input type="checkbox"/> M <input type="checkbox"/> F				<input type="checkbox"/> Y <input type="checkbox"/> N
Child 1				<input type="checkbox"/> M <input type="checkbox"/> F				<input type="checkbox"/> Y <input type="checkbox"/> N
Child 2				<input type="checkbox"/> M <input type="checkbox"/> F				<input type="checkbox"/> Y <input type="checkbox"/> N
Child 3				<input type="checkbox"/> M <input type="checkbox"/> F				<input type="checkbox"/> Y <input type="checkbox"/> N
Child 4				<input type="checkbox"/> M <input type="checkbox"/> F				<input type="checkbox"/> Y <input type="checkbox"/> N

SECTION 6 COORDINATION OF BENEFITS – Are you or any of your dependents covered by other group health insurance that this plan is not replacing? Yes No

Determines which plan pays first when member or dependents have more than one group insurance coverage or Medicaid/Medicare. Is this court-ordered?
Name of subscriber for other plan _____ Date of birth of subscriber for other plan ____/____/____ Yes No

Name of person covered by other plan	Policy No.	Effective Date	Name of Ins. Company	Address of Ins. Company	Phone No. of Ins. Company

SECTION 7 STATEMENT OF ACKNOWLEDGEMENT

I acknowledge that I have read both Sections 8 AND 9 ON THE BACK OF THIS FORM, AND THEREBY AGREE WITH THE TERMS, CONDITIONS AND AUTHORIZATION OF Section 8 and consent to the use and disclosure of my personal health information as stated in Section 9.

Signature of Applicant: _____ Date Signed: ____/____/____

White copy: ADVANTAGE Health Solutions Yellow copy: Employer Pink copy: Employee

Updated: 10/2011

Section 8 TERMS, CONDITIONS AND AUTHORIZATIONS

I understand and agree that no benefits shall take effect until this application is approved by The Plan. I understand that I will be responsible for all charges and for any service outside my coverage effective date. I understand that I must meet all of the eligibility requirements of the Group Policy before coverage becomes effective for me and my dependents, if any. I also understand that I am responsible for reporting to my employer promptly any change in my marital status, in the number of my eligible dependents or any change in my residence. I agree that any benefits payable on my behalf under my employer's health benefit plan may be paid directly to the provider of care. I hereby authorize any hospital, physician, surgeon, or pharmacist to release any information requested by The Plan or its representative with respect to the claim or delivery of medical care on behalf of myself or a covered dependent. A photocopy of this authorization will serve the same as an original. I authorize my employer to make the necessary deductions from my pay or from any disability or retirement annuity benefits to which I may be entitled under any group plan sponsored by my employer while I am enrolled in The Plan or until this authorization is revoked by me in writing. The information on this form is true to the best of my knowledge. I understand that all benefits for me and my eligible dependents will be provided in accordance with the Group Policy. I agree to abide by the terms and conditions here and in the Group Policy governing membership and receipt of health services in the plan in which I have enrolled.

Section 9 USE AND DISCLOSURE OF PERSONAL HEALTH INFORMATION

By signing this form and enrolling in this plan, I understand ADVANTAGE Health Solutions, Inc. SM has the right to utilize my personal medical information for future, known or routine needs for the purposes of treatment, payment and health care operations. This may include: coordination of care; case management; disease management; quality assessment and measurement; accreditation; decisions about the payment of services; and, other normal business operations related to administering the health plan. Information may be transmitted to or from ADVANTAGE Health Solutions, Inc. SM for the purpose of arranging for my health care and benefits. **I understand this consent is a condition of my enrollment in ADVANTAGE Health Solutions, Inc. SM and I have the right to revoke this consent in writing at any time.** I also understand I have the right to file a grievance if I feel there is a violation regarding use or disclosure of my personal health information.

Should you have any questions, please call Member Services at (800) 553-8933.

We look forward to serving you.

For more information about ADVANTAGE Health Solutions, Inc. SM, log on to our website at www.advantageplan.com

