Enrollment/Change of Status/Waiver Form

PROVIDENCE Health Plan

PO Box 4327, Portland, OR 97208-4327, 1-800-878-4445, www.providence.org/healthplans

Please complete all information on this form. The information you provide, including your e-mail address, will be used for Providence Health Plan business communication purposes only.

Group information

Employer group name _____ Group # _____ Date of hire _____

Requested effective date _____ Class/subgroup _____

☐ New enrollment ☐ Open enrollment ☐ Waiver of coverage *(see section 4)*

☐ Change in existing status Reason for status change*_____ Date of event _____

Subscriber I.D. # _____ COBRA/state continuation: Start date _____ End date _____

Plan enrolling in: ☐ Open Option ☐ Personal Option ☐ HSA-Qualified ☐ Traditional Option

Section 1 - Employee information

☐ Male ☐ Female Date of birth _____ Social Security Number _____ ☐ Married ☐ Single

First name _____ Last name _____ Middle initial _____

Street address _____ City _____ State _____ Zip _____

Mailing address *(if different than above)* _____ City _____ State _____ Zip _____

Daytime phone (____) _____ Evening phone (____) _____ E-mail address _____

Section 2 - Dependent enrollment information *(if waiving, see section 4)*

Add	Drop	First name	Last name	Middle initial	Relationship to employee	Social Security Number	Date of birth	Gender

*Enrollment reasons include: rehired eligible employee, marriage, divorce, death, adoption, dependent change (add or drop), address or name change, involuntary loss of other coverage, COBRA, or state continuation. (Dependents of Personal Option subscribers moving out of or back into the service area must use the Out-of-Area Dependent Enrollment Form. Contact your Customer Service team at the number above to obtain one.)

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Section 3 - Additional and or creditable coverage information *(This section is not a waiver of coverage. This information is required for payment of claims.)*

Do you or your family members have additional group health insurance and/or Medicare? ☐ YES ☐ NO

If YES, check the types of coverage, then complete the information below: ☐ Medical ☐ Prescription Drug ☐ Vision

Name of policy holder _____ Birthdate of policy holder _____

Insurance carrier _____ Policy number _____ Effective date of policy _____

Carrier phone number _____ Full names of persons covered _____

Is the insurance of any above dependents affected by a divorce decree / court order? ☐ YES ☐ NO

If YES, please include portion of decree that shows responsibility for medical expenses.

Have you had prior Providence Health Plan health coverage? ☐ YES ☐ NO If YES, please list previous Member ID# _____

If you are applying for coverage within 63 days of termination of prior coverage, you may be eligible for credit toward any pre-existing condition limitation or exclusion period applicable under our plan.

Do you or any family members listed on this application have a Certificate of Creditable Coverage? ☐ YES ☐ NO

If **Yes**, please complete the Other Insurance Coverage information above and attach a copy of your Certificate of Creditable Coverage with this application.

Section 4 - Waiver of coverage information *(Please include the names of all eligible members who will NOT be enrolling with Providence Health Plan.)*

Person(s) waiving	Type of coverage (individual/employer group/Medicare)	Health plan name	Policy number	Employer group name

Notice: If you are declining enrollment for yourself or your dependents (including your spouse) because of other health insurance coverage, you may, in the future, be able to enroll yourself or your dependents in this plan, provided that you request enrollment within 30 days after your other coverage ends. In addition, if you have a new dependent as a result of marriage, birth, adoption or placement for adoption, you may be able to enroll yourself and your dependents, provided that you request enrollment within 30 days after marriage, birth, adoption or placement for adoption.

Accuracy of enrollment information: Any person who, with an intent to knowingly defraud, files this application with materially false information or conceals material information, may be subject to criminal and civil penalties and Providence Health Plan (PHP) may cancel such person's membership and refuse to pay their claims.

Subscriber acknowledgement: I acknowledge and understand that PHP may request or disclose health information, other than psychotherapy notes, about me or my dependents (persons who are listed for benefits coverage on the enrollment form) for the purpose of: (a) performing the health plan business operations of PHP; (b) facilitating health care treatment; (c) issuing or facilitating payment for health care services; or (d) as required by law. The use or disclosure of psychotherapy notes by PHP is restricted to circumstances in which the patient has provided a signed authorization.

For more information about such uses and disclosures, including uses and disclosures required by law, please refer to the Notice of Privacy Practices. A copy is available at our Internet site at **www.providence.org/healthplans** or by calling Customer Service.

Payroll deduction authorization: I authorize my employer to deduct the required contributions from my pay for the coverage requested in this enrollment form. This authorization applies to such coverage until I rescind it in writing. (Does not apply to COBRA, state continuation or waiver of coverage.)

Signature _____ Date _____