# UTAH SMALL EMPLOYER
# EMPLOYEE HEALTH INSURANCE APPLICATION

| OFFICE USE ONLY |
|---|
| Policy / Group No. |
| Effective Date |
| New Hire Waiting Period |

| REASON FOR ENROLLMENT (mark all that apply) | | |
|---|---|---|
| ❒ New Group | ❒ Newborn | ❒ Loss of Coverage_____ |
| ❒ Open Enrollment | ❒ Court Order | ❒ Marriage_____ |
| ❒ New Hire | ❒ Dependent Addition | ❒ Divorce_____ |
| ❒ New Application | ❒ Other:_____ | ❒ Military Leave of Absence(USERRA)_____ |
| ❒ COBRA | ❒ Utah mini-COBRA | |
| Length of continuation coverage: ❒12 mos. ❒18 mos. ❒36 mos. ❒Other: | | |
| Original Qualifying Event Date: | Qualifying Event Date: | Date of Event: |
| ❒ WAIVER OF COVERAGE Individuals waiving coverage complete Waiver of Coverage. | | |

## A. EMPLOYER INFORMATION

Employer _____ Is this a division? ❒ Yes ❒ No If "Yes," name of parent company_____

## B. EMPLOYEE INFORMATION

Name (Last) _____ (First)_____ (MI) _____ Job Title _____ Hrs/Week _____

Employment status ❒ Full-time ❒Owner/business partner ❒Retired ❒Other_____ Hire Date___/___/_____ Rehire Date___/___/_____

Marital Status ❒ Legally Married ❒ Single ❒ Divorced ❒ Widowed ❒ Domestic Partner*

Home Address _____ Apt. _____ City _____ State _____ Zip _____

Mailing Address _____ Apt. _____ City _____ State _____ Zip _____

Home/Cell Phone (____) _____ Business Phone (____) _____ Email Address: _____

If you are American Indian or Alaska Native, provide the state and name of your federally-recognized tribe: _____

## C. ENROLLING EMPLOYEE / SPOUSE / DOMESTIC PARTNER* / DEPENDENTS

List yourself and all dependents applying for coverage. Attach a separate sheet if necessary.

| | Name (Last, First, Middle) | Social Security # (for insurer use only) | Date of Birth MM/DD/YYYY | Gender | Tobacco Use: |
|---|---|---|---|---|---|
| Employee | | | | ❒ Male ❒ Female | ❒ Yes ❒ No |
| Spouse/ Domestic Partner* | | | | ❒ Male ❒ Female | ❒ Yes ❒ No |
| Dependent | | | | ❒ Male ❒ Female | ❒ Yes ❒ No |
| Dependent | | | | ❒ Male ❒ Female | ❒ Yes ❒ No |
| Dependent | | | | ❒ Male ❒ Female | ❒ Yes ❒ No |

*Check with your employer to determine if domestic partner coverage is available.

## D. CURRENT COVERAGE INFORMATION

Please indicate for EACH person listed on this application any health care coverage, Medicaid, or Medicare currently in effect. This will be used to determine if benefits will be coordinated. Each person applying for coverage must be listed below. If no health care coverage is in effect, indicate NONE. If coverage is provided for a dependent from a previous marriage or relationship, please attach a copy of the court documentation that shows who is responsible for the dependents' health care coverage so that the insurer can determine whose coverage is primary. Attach a separate sheet if necessary.

| Name of Individual | Insurer (List policyholder name, insurer name and phone number) | Date of Coverage MM/YY Start Date | End Date | Will coverage continue? | Type of Coverage (Check all that apply) |
|---|---|---|---|---|---|
| Employee: | | | | ❒ Yes ❒ No | ❒ Employer group ❒ Individual ❒ Medicare ❒ Governmental ❒ Other_____ |
| Spouse/Domestic Partner: | | | | ❒ Yes ❒ No | ❒ Employer group ❒ Individual ❒ Medicare ❒ Governmental ❒ Other_____ |
| Dependent: | | | | ❒ Yes ❒ No | ❒ Employer group ❒ Individual ❒ Medicare ❒ Governmental ❒ Other_____ |
| Dependent: | | | | ❒ Yes ❒ No | ❒ Employer group ❒ Individual ❒ Medicare ❒ Governmental ❒ Other_____ |
| Dependent: | | | | ❒ Yes ❒ No | ❒ Employer group ❒ Individual ❒ Medicare ❒ Governmental ❒ Other_____ |

## E. ACKNOWLEDGMENT AND SIGNATURE

I agree to abide by the insurer's enrollment provisions. I understand that coverage cannot start until after the waiting period. I authorize my employer to act as my agent in all matters of administration of the group program.

I acknowledge that I have had the opportunity to waive coverage for myself and any eligible dependents.

If the policy contains a voluntary arbitration provision: ANY MATTER IN DISPUTE BETWEEN YOU AND THE INSURER MAY BE SUBJECT TO ARBITRATION AS AN ALTERNATIVE TO COURT ACTION PURSUANT TO THE RULES OF THE AMERICAN ARBITRATION ASSOCIATION OR OTHER RECOGNIZED ARBITRATOR, A COPY OF WHICH IS AVAILABLE ON REQUEST FROM THE INSURER. THE INSURER SHALL BEAR THE COSTS OF ARBITRATION, FILING FEES, ADMINISTRATIVE FEES AND ARBITRATOR FEES. OTHER EXPENSES OF ARBITRATION, INCLUDING, BUT NOT LIMITED TO: ATTORNEY FEES, EXPENSES OF DISCOVERY, WITNESSES, STENOGRAPHER, TRANSLATORS, AND SIMILAR EXPENSES, WILL BE BORNE BY THE PARTY INCURRING THOSE EXPENSES. ANY DECISION REACHED BY ARBITRATION SHALL BE BINDING UPON BOTH YOU AND THE COMPANY. THE ARBITRATION AWARD MAY INCLUDE ATTORNEY'S FEES, IF ALLOWED BY STATE LAW, AND MAY BE ENTERED AS A JUDGMENT IN ANY COURT OF PROPER JURISDICTION.

I certify that all information completed on this form is true, correct and complete. I acknowledge that if any information provided is false, the insurer may without advance notice pursue any remedies available under state or federal law, including declaring the coverage null and void and canceling the coverage retroactive to its original effective date.

I have read the Acknowledgment of this document and agree to its terms.

Employer: _____

Employee Name: (Last) _____ (First)_____ (MI) _____

Employee Signature_____Date_____

## WAIVER OF COVERAGE

COMPLETE WHEN WAIVING COVERAGE FOR SELF AND/OR DEPENDENTS

Employee Name: (Last) _____ (First)_____ (MI) _____

Employer: _____

### INDIVIDUALS WAIVING COVERAGE

| Name of individual waiving coverage | Reason for waiving coverage | Insurer (Including policyholder name, insurer name and phone number) | Will coverage continue? |
|---|---|---|---|
| Employee: | ❒ Other employer group coverage<br>❒ Individual coverage<br>❒ Governmental (Medicare, Medicaid, Tricare, etc.)<br>❒ Other_____ | | ❒ Yes<br>❒ No |
| Spouse / Domestic Partner: | | | |
| Dependent: | | | |
| Dependent: | | | |
| Dependent: | | | |

### ACKNOWLEDGEMENT AND SIGNATURE

I acknowledge that I have had the opportunity to enroll, but do not wish to make application for those individual(s) listed above. In waiving coverage, I am aware that waiving individuals (including myself, if I am waiving) may not enroll until my group's anniversary, unless the waiving individual qualifies for a Special Enrollment Period (SEP). If I have waived enrollment for myself or any of my dependents (including my spouse/domestic partner) because of other health care coverage or group health plan coverage, I may in the future be qualified for a SEP and be able to enroll the waived individuals in this plan, provided I request enrollment within 30 days after the other coverage of the individual(s) ends due to loss of eligibility or an employer's ceasing to contribute toward that other coverage (within 60 days if the other coverage was Medicaid or CHIP). In addition, if I have a new dependent as a result of marriage, birth, adoption, or placement for adoption, I may be able to enroll myself and my dependents, provided that I request enrollment within 30 days after the marriage, birth, adoption, or placement for adoption.

I further certify that all information completed on this Waiver of Coverage form is true, correct and complete.

Employee Signature_____Date_____

# Non-Discrimination Notice

SelectHealth complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. We do not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.

We provide free aid and services to people with disabilities to help them communicate effectively with us, such as qualified sign language interpreters and written information in other formats (large print, audio, accessible electronic formats, other formats). We also provide free language services to people whose primary language is not English, such as qualified interpreters and member materials written in other languages.

If you need these services, please call SelectHealth Member Services at **1-800-538-5038**. Any member or other person who believes he/she may have been subject to discrimination may file a complaint or grievance by calling the SelectHealth 504/Civil Rights Coordinator at **1-844-208-9012** or the Compliance Hotline at **1-800-442-4845** (TTY Users: 711). You may also call the Office for Civil Rights at **1-800-368-1019** (TTY Users: **1-800-537-7697**).



selecthealth

# Language Access Services

**Spanish**

ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame a SelectHealth: **1-800-538-5038**.

**Chinese**

注意：如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 SelectHealth: **1-800-538-5038**. 。

**Vietnamese**

CHÚ Ý: Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số SelectHealth: **1-800-538-5038**.

**Korean**

주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. SelectHealth: **1-800-538-5038**.

번으로 전화해 주십시오.

**Navajo**

Díí baa akó nínízin: Díí saad bee yáníłti'go Diné Bizaad, saad bee áká'ánída'áwo'dę́ę'', t'áá jiik'eh, éí ná hóló, kojį' hódíílnih SelectHealth: **1-800-538-5038**.

**Nepali**

ध्यान दनिुहोस्: तपार्इंले नेपाली बोल्नुहुन्छ भने तपार्इंको नम्ित भाषा सहायता सेवाहरू नःिशुल्क रूपमा उपलब्ध छ । SelectHealth: **1-800-538-5038** मा फोन गर्नुहोस्।

**Tongan**

FAKATOKANGA'I: Kapau 'oku ke lea fakatonga, ko e kau fakatonu lea te nau tokoni atu ta'etotongi, pea te ke lava 'o ma'u ia. Telefoni ki he SelectHealth: **1-800-538-5038**.

**Serb-Croatian**

ОБАВЕШТЕЊЕ: Ако говорите српски језик, услуге језичке помоћи доступне су вам бесплатно. Позовите SelectHealth: **1-800-538-5038**.

**Tagalog**

PAUNAWA: Kung nagsasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong sa wika nang walang bayad. Tumawag sa SelectHealth: **1-800-538-5038**.

**German**

ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: SelectHealth: **1-800-538-5038**.

**Russian**

ВНИМАНИЕ: Если вы говорите на русском языке, то вам доступны бесплатные услуги переводчика. Позвоните SelectHealth: **1-800-538-5038**

**Arabic**

ملحوظة: إذا كنت تتحدث العربية، فإن خدمات المساعدة اللغوية تتوافر لك بالمجان. اتصل بشركة SelectHealth: **1-800-538-5038**.

**Mon-khmer, Cambodian**

សម្គាល់៖ បើសិនជាអ្នកនិយាយ ភាសាខ្មែរ សូរៀបំនួយផ្នែកភាសា ដាយមិនគិតថ្លៃ គឺអាចមានសរាប់ អ្នក។ សូមទូរស័ព្ទមក SelectHealth: **1-800-538-5038** ។

**French**

ATTENTION : si vous parlez français, des services d'aide linguistique vous sont proposés gratuitement. Contactez SelectHealth: **1-800-538-5038**.

**Japanese**

注意事項：日本語を話される場合、無料の言語支援をご利用いただけます。SelectHealth: **1-800-538-5038**. まで、お電話にてご連絡ください。