

**Enrollment Application**  
Group size 51+ eligible employees



Underwritten by Community Insurance Company  
or Anthem Insurance Companies, Inc.



**Instructions:**

Please read carefully, complete electronically, or in blue or black ink, all the required sections and return to your employer. Use extra sheets of paper if necessary. All information given should apply to this employer.

**Section 1: Employer/group use – Required**

Employer name		Employer address		
Group no.	Sub-group no./Life division no.	Requested effective date	Life classification	Employee no./Dept. name

**Section 2: Reason for application – Required**

<input type="checkbox"/> New enrollment	<input type="checkbox"/> New hire	<input type="checkbox"/> Add dependent (Fill in section 3)
<input type="checkbox"/> Annual open enrollment (N/A to Life)	<input type="checkbox"/> Rehire – Date: _____ (MM/DD/YY)	
<input type="checkbox"/> COBRA – Qualifying event: _____	COBRA event date: _____ (MM/DD/YY)	
<input type="checkbox"/> Waiver (To decline ALL coverage skip to section 11)		

**Section 3: Status change/event – Required, if you checked “Add dependent” option in section 2.**

Event date	<input type="checkbox"/> Marriage	<input type="checkbox"/> Birth	<input type="checkbox"/> Adoption (Attach legal documentation)	<input type="checkbox"/> Legal guardianship (Attach legal documentation)
	<input type="checkbox"/> Loss of coverage (reason): _____		<input type="checkbox"/> Terminated employment	<input type="checkbox"/> Other: _____

**Section 4: Plan/type of coverage – Required. To decline a plan type, check “No coverage”. If you are waiving all coverage, go to section 11.**

**Medical – If multiple medical plans are available, please indicate the plan type below and write plan number in the space provided.**

<input type="checkbox"/> HMO	<input type="checkbox"/> Blue Priority <sup>SM</sup> (a health insuring corporation product or “HIC”)	<input type="checkbox"/> Lumenos <sup>®</sup> HRA PPO
<input type="checkbox"/> POS	<input type="checkbox"/> Blue Traditional	<input type="checkbox"/> Lumenos HIA PPO
<input type="checkbox"/> PPO	<input type="checkbox"/> Anthem Essential <sup>SM</sup> PPO	<input type="checkbox"/> Lumenos Health Incentive Account Plus PPO
PPO HSA High Ded	<input type="checkbox"/> Lumenos HSA PPO <sup>1</sup>	<input type="checkbox"/> Lumenos Deductible First HRA PPO

If multiple medical plans are available, write plan number: Blue Access PPO 2500 HSA Blue Access 1500 PPO Opt 6 RX E5 Blue Access 2500 PPO Opt 10 RX E5

Type of medical coverage:  Employee only  Employee+spouse (DP)  Employee+child(ren)  Family coverage  No coverage

**Dental – To apply for BUY-UP coverage, check PPO and write in the plan number on the line provided. CVA only offers the Dental Complete Plan**

<input type="checkbox"/> PPO: _____	<input type="checkbox"/> Dental Prime & Dental Complete	If elected, we need the following filled out:
<input type="checkbox"/> Traditional	Dental group no.: _____	Dental subgroup: _____
<input type="checkbox"/> Dental Blue <sup>®</sup> 100/200/300	Have you had dental coverage in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No	Group representative phone no.: _____
<input type="checkbox"/> Dental Blue <sup>®</sup> 100	If yes, when did coverage start? _____ (MM/DD/YY)	When did coverage end? _____ (MM/DD/YY)
	Previous insurance carrier’s name: _____	What was your policy number? _____

Type of dental coverage:  Employee only  Employee+spouse (DP)  Employee+child(ren)  Family coverage  No coverage

**Vision**

Type of vision coverage:  Employee only  Employee+spouse (DP)  Employee+child(ren)  Family coverage  No coverage

**Life**

Fill in section 7.

**Section 5: Employee information – Required**

Last name		First name		M.I.	Social Security no. <sup>2</sup> (required)	
Date of birth (MM/DD/YYYY)	Age	Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Marital status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced	Height	Weight	
Home phone no.		Business phone no.		Email address		
Street address			City	State	ZIP code	County
Retired? <input type="checkbox"/> Yes <input type="checkbox"/> No	Occupation	Hours working per week	Full-time hire date (MM/DD/YYYY)	Income reported by: <input type="checkbox"/> W-2 <input type="checkbox"/> 1099 <input type="checkbox"/> Other: _____		
Disabled? <input type="checkbox"/> Yes <input type="checkbox"/> No						
Hospitalized? <input type="checkbox"/> Yes <input type="checkbox"/> No						

1 Anthem will facilitate the opening of a Health Savings Account (HSA) in your name, if directed by your employer.  
2 Anthem is required by the Internal Revenue Service to collect this information.

Employee name

Social Security no.<sup>1</sup> (required)

Section 6: Family information – Required. List only dependents you wish to enroll, attach a separate sheet if necessary.

Please read the Genetic Information Non-discrimination Act (GINA) information on page 3 of the application, under section 9, Significant Terms, Conditions and Authorizations, prior to answering the questions in section 6.

Spouse/Domestic Partner form with fields for Last name, First name, M.I., Social Security no., Date of birth, Height, Weight, Sex, Relationship to employee, Currently hospitalized or disabled, and Spouse/DP address.

Dependent form with fields for Last name, First name, M.I., Social Security no., Full-time student?, Date of birth, Height, Weight, Sex, Relationship to employee, Currently hospitalized or disabled, and Court ordered health care coverage.

Dependent form with fields for Last name, First name, M.I., Social Security no., Full-time student?, Date of birth, Height, Weight, Sex, Relationship to employee, Currently hospitalized or disabled, and Court ordered health care coverage.

Section 7: Life and disability insurance – Required, if this type of coverage was selected in section 4. \*Disability Coverage is Offered by Aflac at CVA

Life and disability insurance form with fields for Current Income, Life Class, Basic Life, Optional Life, Basic AD&D, Short Term Disability, and Long Term Disability.

Anthem ByDesign Buy-Up form with fields for Short Term Disability, Long Term Disability, and Basic Life.

Primary beneficiary form with fields for Last name, First name, M.I., Social Security no., Relationship to employee, and Age.

Contingent beneficiary form with fields for Last name, First name, M.I., Social Security no., Relationship to employee, and Age.

Section 8: Other health coverage – Required

Do you and/or your dependents have other health coverage? Yes No If yes, complete below.

On the day your coverage begins, list family members, including yourself, who will be covered by any other health coverage

Form for listing other health coverage with fields for Provide name, phone number and address of the HMO or insurance company, Policy/certificate no., and Effective date.

Form for listing other health coverage with fields for Policy/certificate holder name, Social Security no., Date of birth, and Relationship to employee.

Are you and/or your dependents enrolled in Medicare or Medicaid? Yes No If yes, complete below.

Form for listing Medicare or Medicaid enrollment with fields for Enrollee name, Medicare/Medicaid ID no., Medicare Part A effective date, Medicare Part B effective date, and ESRD onset date.

Form for listing Medicare or Medicaid enrollment with fields for Enrollee name, Medicare/Medicaid ID no., Medicare Part A effective date, Medicare Part B effective date, and ESRD onset date.

Form for listing Medicare or Medicaid enrollment with fields for Medicare Part D ID no., Medicare Part D carrier, Medicare Part D effective date, and Medicare Part D term date.

Reason for Medicare entitlement: Age Disability ESRD & Disability End Stage Renal Disease (ESRD)

1 Anthem is required by the Internal Revenue Service to collect this information.

Employee name

Social Security no.<sup>1</sup> (required)

**Have you and/or your dependents had prior health coverage?**  Yes  No **If yes, complete below.**

Have you been covered by Anthem within the past two (2) years?  Yes  No Policy/certificate no.

Group name/ID no. Date policy in effect Date policy terminated

Have you and/or your dependents had prior coverage with another carrier(s) within the past two (2) years?  Yes  No

List prior carrier(s) Date policy in effect Date policy terminated

Please check the type of prior coverage  
 Employee  Employee+Spouse/DP  Employee+Child(ren)  Employee+Spouse/DP+Child(ren)

Termination reason:  
 Divorce/legal separation  Employment terminated  Employer/group contribution ceased  Other  
 Death of spouse/DP  COBRA coverage exhausted  Group plan terminated

**Section 9: Significant Terms, Conditions and Authorizations (TERMS) – Please read this section carefully before signing the application.**

**Genetic Information Non-discrimination Act (GINA):** When answering questions about a person on this form, only give answers about that person, and do not include any genetic information. Genetic information includes family health history, genetic testing, genetic services, genetic counseling, or genetic diseases for which the person may be at risk. All responses about a person will only be considered and used for that person.

**Health Savings Account Notice:** I authorize the financial custodian of my Health Savings Account (HSA) to give Anthem Blue Cross and Blue Shield (Anthem) facts about my HSA, including account number, account balance and account activity. I understand that I may take back my authorization by written request to Anthem at any time.

- 1. I understand that I may not assign any payment under my Community Insurance Company (Anthem) program, unless allowable by law.
- 2. I agree to have money taken from my wages/pension, if necessary, to cover the premium cost for the coverage applied for.
- 3. I am asking for the coverage I chose on this form. If I made choices that are not available to me, I agree that my choices may be changed to those on the employer’s application.
- 4. I agree that I will let my employer know right away of any changes that would make me or any dependent(s) ineligible for this coverage.
- 5. If applying for HIC/HMO coverage, I understand that I may cancel my membership by providing written notice to Anthem within 72 hours of signing this application.
- 6. By signing this application, I agree to the taping or monitoring of any phone calls between Anthem and myself.
- 7. I understand that Anthem may collect personal information about me from outside sources, and that both personal and privileged information may only be disclosed to outside parties without my authorization if such disclosure is permitted by both the HIPAA Privacy Regulations (45 CFR. Parts 160 & 164) and the Ohio Revised Code § 3904.13. I also understand that under the HIPAA Privacy Regulations and Ohio law, I have a right to see and correct personal information that Anthem collects about me, and that I may receive a more detailed description of my rights under these laws by writing to Anthem.

I certify each Social Security number listed on this application is correct.

I have read and accept the Significant Terms, Conditions and Authorizations as a condition of coverage. My answers to all questions are true to the best of my knowledge, and I understand that Anthem relies on these answers in accepting this application. I understand that any untrue answers or failure to report new medical information before my effective date may cause a material change in coverage or premium rates. Any material misrepresentation or significant omission found in this application may result in denial of benefits, rescission or cancellation of coverage. I agree to these terms for myself and on behalf of any dependents covered by the Plan. I am acting as their agent and representative.

Any person who, with intent to defraud or knowing that he or she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

I’m signing here because I want to get information about my benefits by email or electronically. This may include my certificate or evidence of coverage, explanation of benefits statements, required notices and helpful or personalized information to get the most out of my plan, so I will make sure Anthem has my most up to date email. These electronic communications may include specific details about me and my plan. I know I can change my mind at any time or request a free copy of specific materials by mail. I’ll just contact Anthem to do either.

Anthem Blue Cross and Blue Shield is the trade name of Community Insurance Company.

**Thank you for choosing Anthem Blue Cross and Blue Shield.**

**Section 10: Signature – Required, if you are applying for coverage. Please review your application for errors or omissions.**

**Read section 9 carefully before signing.**  
I have read and understand the language in the TERMS section of this application and agree to all of its terms.

Employee signature **X** Date (MM/DD/YYYY)

<sup>1</sup> Anthem is required by the Internal Revenue Service to collect this information.  
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Employee name

Social Security no.<sup>1</sup> (required)

**Section 11: Waiver of coverage – Complete for yourself and/or any eligible dependents. Check all that apply.**

Type of coverage	Waived for	Name	Reason for waiving (already protected by coverage)	
<input type="checkbox"/> Medical	<input type="checkbox"/> Self <input type="checkbox"/> Spouse/DP <input type="checkbox"/> Child(ren)		<input type="checkbox"/> Anthem <input type="checkbox"/> Other carrier <input type="checkbox"/> No coverage	Certificate/policy no. or carrier name and ID no.
<input type="checkbox"/> Dental	<input type="checkbox"/> Self <input type="checkbox"/> Spouse/DP <input type="checkbox"/> Child(ren)		<input type="checkbox"/> Anthem <input type="checkbox"/> Other carrier <input type="checkbox"/> No coverage	Certificate/policy no. or carrier name and ID no.
<input type="checkbox"/> Vision	<input type="checkbox"/> Self <input type="checkbox"/> Spouse/DP <input type="checkbox"/> Child(ren)		<input type="checkbox"/> Anthem <input type="checkbox"/> Other carrier <input type="checkbox"/> No coverage	Certificate/policy no. or carrier name and ID no.
<input type="checkbox"/> Life	<input type="checkbox"/> Self <input type="checkbox"/> Spouse/DP <input type="checkbox"/> Child(ren)		<input type="checkbox"/> Anthem <input type="checkbox"/> Other carrier <input type="checkbox"/> No coverage	Certificate/policy no. or carrier name and ID no.
<input type="checkbox"/> All	<input type="checkbox"/> Self <input type="checkbox"/> Spouse/DP <input type="checkbox"/> Child(ren)		<input type="checkbox"/> Anthem <input type="checkbox"/> Other carrier <input type="checkbox"/> No coverage	

Check all that apply:

I have been given an opportunity to apply for Anthem coverage and after careful consideration, have decided not to take advantage of this offer. If I want to apply for such coverage at a later date, I may do so, subject to established procedures. If I am declining enrollment for myself or my dependents (including my spouse or domestic partner) because of other health insurance coverage, provided that enrollment is requested within 31 days after other coverage ends. In addition, if I have a 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 31 days after the marriage, birth, adoption or placement of adoption.

I also understand that my dependents and I may enroll under two additional circumstances:

- Either my or my dependents' Medicaid or Children's Health Insurance Program (CHIP) coverage is terminated as a result of loss of eligibility; or
- My dependents or I become eligible for a subsidy (state premium assistance program).

In these cases, I may be able to enroll myself and my dependents provided that I request enrollment within 60 days of the loss of Medicaid/CHIP or of the eligibility determination.

I have been given an opportunity to apply for the available group life benefits offered by my employer/group. The benefits have been explained to me, and I and/or my dependent(s) decline to participate. My dependent(s) or I were not induced or pressured by my employer/group, agent or life carrier, into declining this coverage, but elected of my (our) own accord to decline coverage. I understand that if I wish to apply for coverage in the future, I may be required to provide evidence of insurability at my expense.

**Signature – Required, if you want to waive coverage for yourself and your dependents.**

Employee signature <b>X</b>	Date (MM/DD/YYYY)
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<sup>1</sup> Anthem is required by the Internal Revenue Service to collect this information.