

Employee Enrollment Application For Small Groups Virginia



PPO health care plans, including dental and vision coverage, are preferred provider organization insurance products offered by Anthem Blue Cross and Blue Shield, the trade name of Anthem Health Plans of Virginia, Inc. (Anthem); HMO health care plans are health maintenance organization products offered by HealthKeepers, Inc. (HealthKeepers).

Consult the Booklet or Certificate of Coverage for complete coverage terms and conditions. For more information about Anthem and HealthKeepers, their products and services, visit anthem.com. Please complete electronically or in black ink only and use extra paper if necessary. The employee who completes this application is solely responsible for its accuracy and completeness. Be sure to answer all questions and to sign and date your application.

Application completed for (select the company that applies):

- Anthem Health Plans of Virginia, Inc.**
 2015 Staples Mill Road
 Richmond, VA 23279
- HealthKeepers, Inc.**
 2015 Staples Mill Road
 Richmond, VA 23279

Section A: Application Type				
Select one: <input type="checkbox"/> New enrollment <input type="checkbox"/> Open enrollment <input type="checkbox"/> COBRA <input type="checkbox"/> Family addition				
<input type="checkbox"/> Rehire date: (MM/DD/YYYY) ___/___/___ <input type="checkbox"/> 12 Month State Continuation effective date: (MM/DD/YYYY) ___/___/___				
Select qualifying event				
<input type="checkbox"/> Covered employee's Medicare entitlement		<input type="checkbox"/> Death	<input type="checkbox"/> Left employment	<input type="checkbox"/> Loss of coverage
<input type="checkbox"/> Loss of dependent child status		<input type="checkbox"/> Medicare	<input type="checkbox"/> Reduction in hours	
Qualifying event date: (MM/DD/YYYY) ___/___/___				
Section B: Employee Information				
Last name		First name	M.I.	Social Security no. ¹ (required)
Home address — Street or P.O. Box if applicable		City	State	ZIP code
County		Primary phone no. ²	Marital Status	
			<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Domestic Partner	
Occupation		Employer name		Group no. (if known)
Employer street address		City	State	ZIP code
Employment Status: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Disabled <input type="checkbox"/> Retired	Date of hire (MM/DD/YYYY) / /	Date of full-time employment (MM/DD/YYYY) / /	Date waiting period begins (MM/DD/YYYY) / /	No. of hours worked per week
Language choice (optional): <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Chinese <input type="checkbox"/> Korean <input type="checkbox"/> Other — please specify: _____				
Employee email address: _____				
<p>I'm providing my email address because I, and my enrolled dependents, want to receive information about our benefits electronically. These communications may include Identification (ID) Cards, Certificates of Coverage, billing invoices, Explanations of Benefits, Evidences of Insurability underwriting documents, required notices including cancellations and renewals, and helpful or specific personalized information to help get the most out of the benefits. I understand I need to register on anthem.com or the Sydney HealthSM mobile app to get the most out of my plan's digital tools, and I will make sure Anthem and HealthKeepers have my most up to date email address. I, and my enrolled dependents, understand that we can update our email addresses, change our communication preferences, and request free copies of any materials at any time by going to anthem.com or calling the Member Services number on my ID card.</p>				

1 Anthem and/or HealthKeepers is required by the Internal Revenue Service to collect this information.

2 By providing your phone number in section B, this information is also relevant to the authorization in section H.

Anthem Blue Cross and Blue Shield is the trade name of Anthem Health Plans of Virginia, Inc. Anthem Blue Cross and Blue Shield, and its affiliate HealthKeepers, Inc., serving all of Virginia except for the City of Fairfax, the Town of Vienna, and the area east of State Route 123, are independent licensees of the Blue Cross Blue Shield Association. Anthem is a registered trademark of Anthem Insurance Companies, Inc.

Section C: Type of Coverage

1. Medical Coverage — Indicate the contract code for the medical plan selected. Your employer will advise you of your plan options and contract codes.

Network — Select one: <input type="checkbox"/> KeyCare <input type="checkbox"/> HealthKeepers	Medical product plan name:	Contract code, if known:
---	----------------------------	--------------------------

Note for Anthem Health Savings Account (HSA) enrollees:
If you enroll in an Anthem HSA plan, Anthem and/or HealthKeepers will facilitate the opening of a Health Savings Account in your name, if directed by your employer.

If your employer/group offers Exclusive Provider Organization (EPO) coverage, you will also have the option at the time of your initial enrollment and at each renewal to choose a health care plan allowing you to access care from in and out-of-network providers. This may be a “preferred provider organization” or “PPO” plan offered by Anthem or a “point-of-service” or “POS” plan offered by HealthKeepers, Inc.

Member medical coverage — select one: Employee only Employee + Spouse or Domestic Partner Employee + Child(ren) Family

2. Dental Coverage — Indicate the contract code for the dental plan selected. Your employer will advise you of your plan options and contract codes.

Anthem Dental Prime, Anthem Dental Complete, and Anthem Essential Choice with product families including Value, Classic, Enhanced, and Voluntary do not include certified pediatric dental essential health benefits.

Dental product plan name:	Contract code, if known:
---------------------------	--------------------------

Member dental coverage — select one: Employee only Employee + Spouse or Domestic Partner Employee + Child(ren) Family

3. Vision Coverage — Indicate the contract code for the vision plan selected. Your employer will advise you of your plan options and contract codes.

Vision product plan name:	Contract code, if known:
---------------------------	--------------------------

Member vision coverage — select one: Employee only Employee + Spouse or Domestic Partner Employee + Child(ren) Family

Section D: Family Information — All fields required. Attach a separate sheet if necessary. Complete this section for yourself and all dependents.

Dependent information must be completed for all additional dependents (if any) to be covered under this coverage. An eligible dependent may be your Spouse or Domestic Partner, or your children, or your Spouse’s or Domestic Partner’s children (to the end of the calendar month in which they turn age 26 unless they qualify as a disabled person which means incapable of self-sustaining employment by reason of intellectual disability or physical handicap and chiefly dependent upon the employee for support and maintenance). List all dependents beginning with the eldest.

Employee Last name		First name		M.I.
Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Disabled <input type="checkbox"/> Yes <input type="checkbox"/> No		Birthdate (MM/DD/YYYY) / /	
Primary Care Physician (PCP) name		PCP ID no.	Existing patient <input type="checkbox"/> Yes <input type="checkbox"/> No	

Spouse or Domestic Partner Last name		First name		M.I.	Social Security no. ¹ (required) - -
Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Disabled <input type="checkbox"/> Yes <input type="checkbox"/> No	Birthdate (MM/DD/YYYY) / /		Relationship to applicant <input type="checkbox"/> Spouse <input type="checkbox"/> Domestic Partner	
PCP name		PCP ID no.	Existing patient <input type="checkbox"/> Yes <input type="checkbox"/> No		

Dependent Child Last name		First name		M.I.	Social Security no. ¹ (required) - -
Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Disabled <input type="checkbox"/> Yes <input type="checkbox"/> No	Birthdate (MM/DD/YYYY) / /		Relationship to applicant <input type="checkbox"/> Child <input type="checkbox"/> Other ³ If other, what is relationship? _____	
PCP name		PCP ID no.	Existing patient <input type="checkbox"/> Yes <input type="checkbox"/> No		

Does this dependent have a different address? Yes No
If yes, please enter: _____

Dependent Child Last name		First name		M.I.	Social Security no. ¹ (required) - -
Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Disabled <input type="checkbox"/> Yes <input type="checkbox"/> No	Birthdate (MM/DD/YYYY) / /		Relationship to applicant <input type="checkbox"/> Child <input type="checkbox"/> Other ³ If other, what is relationship? _____	
PCP name		PCP ID no.	Existing patient <input type="checkbox"/> Yes <input type="checkbox"/> No		

Does this dependent have a different address? Yes No
If yes, please enter: _____

¹ Anthem and/or HealthKeepers is required by the Internal Revenue Service to collect this information.

³ Please refer to Section G: Terms and Conditions for definition. Eligibility subject to Booklet or Certificate of Coverage.

Section E: Prior and Other Group Coverage — Attach a separate sheet if necessary.

Is anyone applying for coverage currently enrolled in Medicare? Yes No If yes, give name: _____

Medicare ID no.	Part A effective date (MM/DD/YYYY) / /	Part B effective date (MM/DD/YYYY) / /	Medicare eligibility reason (select all that apply) <input type="checkbox"/> Age <input type="checkbox"/> Disability <input type="checkbox"/> End-stage renal disease (ESRD): Onset date (MM/DD/YYYY) ____/____/____
Medicare Part D ID no.	Medicare Part D Carrier		Part D effective date (MM/DD/YYYY) / /

Is anyone applying for coverage covered by other health insurance? Yes No If yes, please provide the following:

Name of person covered (Last, First, M.I.)	Type (select one)	Coverage (select all that apply)	Insurer name	Policy ID no.	Dates (if applicable) (MM/DD/YYYY)
	<input type="checkbox"/> Individual <input type="checkbox"/> Group <input type="checkbox"/> Medicare	<input type="checkbox"/> Health <input type="checkbox"/> Dental <input type="checkbox"/> Orthodontia			Start: ____/____/____ End: ____/____/____
	<input type="checkbox"/> Individual <input type="checkbox"/> Group <input type="checkbox"/> Medicare	<input type="checkbox"/> Health <input type="checkbox"/> Dental <input type="checkbox"/> Orthodontia			Start: ____/____/____ End: ____/____/____
	<input type="checkbox"/> Individual <input type="checkbox"/> Group <input type="checkbox"/> Medicare	<input type="checkbox"/> Health <input type="checkbox"/> Dental <input type="checkbox"/> Orthodontia			Start: ____/____/____ End: ____/____/____
	<input type="checkbox"/> Individual <input type="checkbox"/> Group <input type="checkbox"/> Medicare	<input type="checkbox"/> Health <input type="checkbox"/> Dental <input type="checkbox"/> Orthodontia			Start: ____/____/____ End: ____/____/____
	<input type="checkbox"/> Individual <input type="checkbox"/> Group <input type="checkbox"/> Medicare	<input type="checkbox"/> Health <input type="checkbox"/> Dental <input type="checkbox"/> Orthodontia			Start: ____/____/____ End: ____/____/____

Section F: Waiver/Declining Coverage — Proof of coverage required.

Type of coverage/Declined for — Select all that apply.			Reason for declining/refusing coverage — Select all that apply.
<input type="checkbox"/> Employee	<input type="checkbox"/> Medical <input type="checkbox"/> Dental <input type="checkbox"/> Vision		<input type="checkbox"/> No coverage <input type="checkbox"/> Covered by Spouse's or Domestic Partner's group coverage <input type="checkbox"/> Spouse or Domestic Partner covered by their employer's group coverage <input type="checkbox"/> Enrolled in individual coverage <input type="checkbox"/> Medicare/Medicaid/VA <input type="checkbox"/> Enrolled in other Insurance — Please provide company name and plan: <input type="checkbox"/> Other — please explain: _____
<input type="checkbox"/> Spouse or Domestic Partner	<input type="checkbox"/> Medical <input type="checkbox"/> Dental <input type="checkbox"/> Vision		
<input type="checkbox"/> Dependent Child(ren)	<input type="checkbox"/> Medical <input type="checkbox"/> Dental <input type="checkbox"/> Vision List name of dependents to be waived: _____		

Sign here **only** if you are **declining** coverage. DO NOT SIGN HERE IF YOU ARE APPLYING FOR COVERAGE.

Sign here to decline	Applicant signature X	Applicant name (print)	Today's date (MM/DD/YYYY) / /
-----------------------------	---------------------------------	------------------------	----------------------------------

Section G: Terms and Conditions — Please read this section carefully before signing the application.**Eligible employee:**

- An active employee of the Employer who works the number of hours per week to be eligible for benefits as defined by the Employer and approved by Anthem and HealthKeepers as of the effective date. Employment must be verifiable from state or federal wage tax reports.
- An employee, as defined above, who enters into employment after the coverage effective date and who completes the group imposed waiting period for eligibility (if any) and applies for coverage within 31 days.
- Any other class of persons identified by the Employer, provided that written approval of their eligibility is obtained from Anthem and HealthKeepers; or
- Employees eligible for continuous coverage under state or federal laws.

Eligible employee does not include independent contractors (whose compensation is reported on IRS Form 1099) and directors and officers of the Group Policyholder if they do not work the required number of hours per week described above.

Eligible dependent (for plans offered by Anthem and HealthKeepers) (see Booklet or Certificate of Coverage for complete dependent eligibility terms):

- Employee's Spouse or Domestic Partner or children age 26 or younger, which includes a newborn, natural child, adopted child, or a child placed with the employee for adoption, a stepchild, Domestic Partner's child, foster child, or any other child for whom the employee has legal guardianship or court-ordered custody. Coverage for a child will end on the last day of the month in which the child reaches age 26.
- For all plans, you may enroll your children (as defined in the group policy) if they are less than 26 years old and may continue to be enrolled until they reach age 26. The age limit of 26 does not apply for the initial enrollment or maintaining enrollment of a child who cannot support himself or herself because of an intellectual or physical handicap that began prior to the child reaching age 26. Coverage may be obtained for the child who is age 26 or older at the initial enrollment if the employee provides proof of such intellectual or physical handicap and dependence at the time of enrollment. (The employee may be asked to provide a physician's certification of the dependent's condition).
- Dependents eligible for continuous coverage under state or federal laws.

Special Enrollment Rights for Medical Coverage Only (see Booklet or Certificate of Coverage for complete enrollment rights):

If you declined enrollment for yourself or your dependent(s) (including a Spouse or Domestic Partner) because of other health insurance or group health plan coverage, you may be able to enroll yourself and your dependent(s) in this plan if you or your dependent(s) lose eligibility for the other health insurance or group health plan coverage (or if the employer stops contribution towards your coverage or your dependent's other coverage). However, you must request enrollment within 31 days after coverage ends (or after the employer stops contribution toward the other coverage). In addition, if you have a dependent as a result of marriage, birth, adoption or placement for adoption, you may be able to enroll yourself and your dependent(s) provided that you request enrollment within 31 days after the marriage, birth, adoption or placement for adoption. I also understand that my dependents and I may enroll under two additional circumstances:

- Either your or your dependent's Medicaid or Children's Health Insurance Program (CHIP) coverage is terminated as a result of loss of eligibility; or
- You or your dependent becomes eligible for a subsidy (state premium assistance program).

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

Section H: Authorizations — Please read this section carefully and then sign below.

In signing this application I represent that:

- I certify that I have read, or have had read to me, the completed application. All statements and answers I have given are true and complete, and I realize any false statement or misrepresentation in the application may result in loss of coverage.
- I am an eligible employee and I am requesting coverage for myself and all eligible dependents listed on this application.
- I certify each Social Security number listed on this application is correct.
- By providing a phone number, I agree and consent that Anthem and its affiliates, including HealthKeepers and CarelonRx Inc. (pharmacy benefits manager) may call me at the phone number included on this application using an automated telephone dialing system and/or prerecorded message to help keep me informed about my benefits.
- I authorize my employer to deduct any required contributions for this insurance from my wages.
- I authorize the Health Savings Account (HSA) financial custodian (provided I am enrolling in an HSA) to provide Anthem and/or HealthKeepers with information about my HSA, including account number, account balance and information regarding account activity. I understand that my authorization is required before the financial custodian may provide Anthem and/or HealthKeepers with information regarding my HSA and that I may provide Anthem and/or HealthKeepers with a written request to revoke my authorization at any time.

I give this authorization for myself and on behalf of my eligible dependents, including my Spouse or Domestic Partner, if covered by Anthem, and/or HealthKeepers, and I am acting as their agent and representative. If my Spouse or Domestic Partner signs this application, he/she is giving this authorization on his/her own behalf.

Any person who, with the intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may have violated state law.

If the application is incomplete, we will reach out to you for additional information. This may delay the effective date of your coverage.

Sign here to enroll	Applicant signature (or custodial parent's or guardian's signature if applicant is under 18) X	Today's date (MM/DD/YYYY) / /
	Spouse or Domestic Partner signature X	Today's date (MM/DD/YYYY) / /

We're here for you – in many languages

The law requires us to include a message in all of these different languages. Curious what they say? Here's the English version: "You have the right to get help in your language for free. Just call the Member Services number on your ID card." Visually impaired? You can also ask for other formats of this document.

Spanish

Usted tiene derecho a recibir ayuda en su idioma en forma gratuita. Simplemente llame al número de Servicios para Miembros que figura en su tarjeta de identificación.

Chinese

您有權免費獲得透過您使用的語言提供的幫助。請撥打您的 ID 卡片上的會員服務電話號碼。若您是視障人士，還可索取本文件的其他格式版本。

Vietnamese

Quý vị có quyền nhận miễn phí trợ giúp bằng ngôn ngữ của mình. Chỉ cần gọi số Dịch vụ dành cho thành viên trên thẻ ID của quý vị. Bị khiếm thị? Quý vị cũng có thể hỏi xin định dạng khác của tài liệu này."

Korean

귀하는 자국어로 무료 지원을 받을 권리가 있습니다. ID 카드에 있는 멤버 서비스번호로 연락하십시오.

Tagalog

May karapatan ka na makakuha ng tulong sa iyong wika nang libre. Tawagan lamang ang numero ng Member Services sa iyong ID card. May kapansanan ka ba sa paningin? Maaari ka ring humiling ng iba pang format ng dokumentong ito.

Russian

Вы имеете право на получение бесплатной помощи на вашем языке. Просто позвоните по номеру обслуживания клиентов, указанному на вашей идентификационной карте. Пациенты с нарушением зрения могут заказать документ в другом формате.

Armenian

Դուք իրավունք ունեք ստանալ անվճար օգնություն ձեր լեզվով: Պարզապես զանգահարեք Անդամների սպասարկման կենտրոն, որի հեռախոսահամարը նշված է ձեր ID քարտի վրա:

Farsi

"شما این حق را دارید تا به صورت رایگان به زبان مادری تان کمک دریافت کنید. کافی است با شماره خدمات اعضا (Member Services) درج شده روی کارت شناسایی خود تماس بگیرید." دچار اختلال بینایی هستید؟ می توانید این سند را به فرمت های دیگری نیز درخواست دهید.

French

Vous pouvez obtenir gratuitement de l'aide dans votre langue. Il vous suffit d'appeler le numéro réservé aux membres qui figure sur votre carte d'identification. Si vous êtes malvoyant, vous pouvez également demander à obtenir ce document sous d'autres formats.

Arabic

لك الحق في الحصول على مساعدة بلغتك مجاناً. ما عليك سوى الاتصال برقم خدمة الأعضاء الموجود على بطاقة الهوية. هل أنت ضعيف البصر؟ يمكنك طلب أشكال أخرى من هذا المستند.

Japanese

お客様の言語で無償サポートを受けることができます。IDカードに記載されているメンバーサービス番号までご連絡ください。

Haitian

Se dwa ou pou w jwenn èd nan lang ou gratis. Annik rele nimewo Sèvis Manm ki sou kat ID ou a. Èske ou gen pwoblèm pou wè? Ou ka mande dokiman sa a nan lòt fòm tou.

Italian

Ricevere assistenza nella tua lingua è un tuo diritto. Chiama il numero dei Servizi per i membri riportato sul tuo tesserino. Sei ipovedente? È possibile richiedere questo documento anche in formati diversi

Polish

Masz prawo do uzyskania darmowej pomocy udzielonej w Twoim języku. Wystarczy zadzwonić na numer działu pomocy znajdujący się na Twojej karcie identyfikacyjnej.

Punjabi

ਆਪਣੀ ਭਾਸ਼ਾ ਵਿੱਚ ਮੁਫਤ ਸੇਵਾਵਾਂ ਪ੍ਰਾਪਤ ਕਰਨ ਦਾ ਅਧਿਕਾਰ ਹੈ। ਬਸ ਆਪਣੇ ਆਈਡੀ ਕਾਰਡ ਤੇ ਦਿੱਤੇ ਸਿਰਵਸ ਨੰਬਰ ਤੇ ਕਾਲ ਕਰੋ। ਨਜ਼ਰ ਕਮਜ਼ੋਰ ਹੈ? ਤੁਸ ਇਸ ਦਸਤਾਵੇਜ਼ ਦੇ ਹੋਰ ਰੂਪਾਂਤਰ ਮੰਗ ਸਕਦੇ ਹੋ।

TTY/TTD:711

It's important we treat you fairly

We follow federal civil rights laws in our health programs and activities. By calling Member Services, our members can get free in-language support, and free aids and services if you have a disability. We don't discriminate, exclude people, or treat them differently on the basis of race, color, national origin, sex, age or disability. For people whose primary language isn't English, we offer free language assistance services through interpreters and other written languages. Interested in these services? Call the Member Services number on your ID card for help (TTY/TDD: 711). If you think we failed in any of these areas, you can mail a complaint to: Compliance Coordinator, P.O. Box 27401, Mail Drop VA2002-N160, Richmond, VA 23279, or directly to the U.S. Department of Health and Human Services, Office for Civil Rights at 200 Independence Avenue, SW; Room 509F, HHH Building; Washington, D.C. 20201. You can also call 1-800-368-1019 (TDD: 1-800-537-7697) or visit <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>