



Asuris Northwest Health  
 528 East Spokane Falls Boulevard  
 Suite 301  
 Spokane, WA 99202  
 Mail form to: PO Box 1200  
 Portland, OR 97207-1200  
 Fax to: 1 (866) 303-5117

## Application For Enrollment/Change

Please print in black or blue ink. Incomplete and/or illegible information may result in delayed coverage. If an item is not applicable, write "N/A." **The form must be signed and dated or it will be returned.** The five boxes directly below should be completed by the Group Administrator.

Health Group Number	Subgroup	Class	Group Name	Requested Effective Date

<b>SECTION 1 - NEW ENROLLMENT, CHANGE OR CANCELLATION</b>	
<b>New Enrollment due to:</b> <input type="checkbox"/> New Group <input type="checkbox"/> Open Enrollment <input type="checkbox"/> New Hire <input type="checkbox"/> Rehire-Date _____	
<b>COBRA or Non-COBRA Continuation Enrollment:</b> <input type="checkbox"/> COBRA <input type="checkbox"/> Non-COBRA Continuation (select cancellation reason and enter cancellation date below)	
<b>Change:</b> <input type="checkbox"/> Add employee with/without dependent(s) <input type="checkbox"/> Add dependent(s) only - Employee must already be enrolled	
<b>Change due to:</b> <input type="checkbox"/> Birth <input type="checkbox"/> Marriage <input type="checkbox"/> Adoption <input type="checkbox"/> Open Enrollment <input type="checkbox"/> COBRA Coverage Exhausted <input type="checkbox"/> Loss of Eligibility on another plan <input type="checkbox"/> Court Order <input type="checkbox"/> Add Eligible Domestic Partner	<b>Date of Change Event</b>  _____
<b>Demographic Information Change:</b> <input type="checkbox"/> Name Change <input type="checkbox"/> Address Change	
<b>Cancellation:</b> <input type="checkbox"/> Employee and All Dependent(s) <input type="checkbox"/> All Dependent(s) <input type="checkbox"/> Cancel Dependent(s) - List: _____	
<b>Group Administrator signature is required below if cancellation is being requested with an effective date prior to the date this form will be received by Asuris Northwest Health.</b>	
<b>Cancellation due to:</b> <input type="checkbox"/> Dependent no longer eligible <input type="checkbox"/> Death <input type="checkbox"/> Medicare Entitlement <input type="checkbox"/> Military Leave <input type="checkbox"/> Divorce, annulment, or termination of Domestic Partnership <input type="checkbox"/> Reduction of Hours <input type="checkbox"/> Termination of Employment <input type="checkbox"/> Other reason _____	<b>Date of Cancellation Event</b>  _____
This confirms that any employee and/or dependent being cancelled on this form did not have an expectation of coverage after the cancellation effective date and paid no premium after the cancellation effective date.	
<b>Group Administrator Signature</b> _____ <b>Date</b> _____	
<b>Product Selection:</b> <b>MEDICAL:</b> <input type="checkbox"/> Embark <input type="checkbox"/> Vantage <input type="checkbox"/> Motivate <input type="checkbox"/> Asuris HSA Healthplan 2.0 <input type="checkbox"/> Preferred <input type="checkbox"/> No Medical <b>DENTAL:</b> <input type="checkbox"/> Aspire <input type="checkbox"/> Enhance <input type="checkbox"/> No Dental	
If your Employer offers multiple medical or dental products with the same name, please provide the following information located at the top of your Benefit Summary. Deductible \$ _____   Coinsurance _____ / _____ / _____ %   Copay \$ _____	



**Application For Enrollment/Change (continued)**

**SECTION 2 - EMPLOYEE INFORMATION**

Last Name		First Name	Middle Initial
Mailing Address		City, State, and ZIP Code	
Physical Address		City, State, and ZIP Code	
Daytime Telephone Number (      )	E-mail Address		Primary Language
Date of Birth	Gender: <input type="checkbox"/> Female <input type="checkbox"/> Male	Social Security Number	Original Date of Hire
Full-time Date of Hire	Hours Per Week	Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Married or Registered Domestic Partner <input type="checkbox"/> Non-Registered Domestic Partner*	
What type of member card would you like to receive? <input type="checkbox"/> Family Level Card (all members listed on the same card) <input type="checkbox"/> Member Level Card (each member on a separate card)			

\* Non-Registered Domestic Partners must submit an Affidavit of Domestic Partnership.

**SECTION 3 - ENROLLING DEPENDENTS**

Gender	Name(s) of Individual(s) to be Covered (First, Middle, Last)	Medical	Dental	Relationship to Applicant	Social Security Number for each individual covered	Birthdate Mo/Day/Yr
<input type="checkbox"/> F <input type="checkbox"/> M		<input type="checkbox"/>	<input type="checkbox"/>			/ /
<input type="checkbox"/> F <input type="checkbox"/> M		<input type="checkbox"/>	<input type="checkbox"/>			/ /
<input type="checkbox"/> F <input type="checkbox"/> M		<input type="checkbox"/>	<input type="checkbox"/>			/ /
<input type="checkbox"/> F <input type="checkbox"/> M		<input type="checkbox"/>	<input type="checkbox"/>			/ /
<input type="checkbox"/> F <input type="checkbox"/> M		<input type="checkbox"/>	<input type="checkbox"/>			/ /
<input type="checkbox"/> F <input type="checkbox"/> M		<input type="checkbox"/>	<input type="checkbox"/>			/ /
<input type="checkbox"/> F <input type="checkbox"/> M		<input type="checkbox"/>	<input type="checkbox"/>			/ /

If you need extra space, please request an additional form from your group administrator.

Is any child listed on this application eligible for other employer sponsored coverage through his/her employer or their spouse?  No  Yes If yes, list applicant's name(s):

**SECTION 4 - CHILD CUSTODY INFORMATION**

If you and your spouse are divorced or legally separated, please indicate below who has Legal custody of your child(ren):

Name of Child(ren)	Father	Mother	Joint	Other	Date awarded	Is the parent without custody required by court decree to provide coverage for the children?	
						Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>



**Application For Enrollment/Change (continued)**

**SECTION 5 - CURRENT/PRIOR COVERAGE INFORMATION**

Please indicate for EACH person listed on this application any health insurance coverage (including Medicare or Medicaid) in effect within 24 months prior to the proposed effective date of this coverage. Each person applying for coverage must be listed below. If no health insurance coverage was in effect within the past 24 months, please indicate NONE.

Applicant's Name	Insurance Carrier, Policy Number and Phone Number	Date of Coverage Month/Day/Year		Will coverage continue? <input type="checkbox"/> Yes <input type="checkbox"/> No	Type of Coverage <input type="checkbox"/> Group <input type="checkbox"/> Individual	Type of Product <input type="checkbox"/> Medical <input type="checkbox"/> Dental
		From	To			
1.				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Group <input type="checkbox"/> Individual	<input type="checkbox"/> Medical <input type="checkbox"/> Dental
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Group <input type="checkbox"/> Individual	<input type="checkbox"/> Medical <input type="checkbox"/> Dental
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Group <input type="checkbox"/> Individual	<input type="checkbox"/> Medical <input type="checkbox"/> Dental
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Group <input type="checkbox"/> Individual	<input type="checkbox"/> Medical <input type="checkbox"/> Dental
5.				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Group <input type="checkbox"/> Individual	<input type="checkbox"/> Medical <input type="checkbox"/> Dental
6.				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Group <input type="checkbox"/> Individual	<input type="checkbox"/> Medical <input type="checkbox"/> Dental
7.				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Group <input type="checkbox"/> Individual	<input type="checkbox"/> Medical <input type="checkbox"/> Dental

**MEDICARE** If you or any family members listed on this application have Medicare, is coverage:

Part A  Part B  Part D Please complete the following information:

Enrolling Individual	Effective Date / /	Medicare Number (please include alpha prefix)	Reason for Medicare Entitlement: <input type="checkbox"/> Age <input type="checkbox"/> Disability <input type="checkbox"/> ESRD <input type="checkbox"/> Dual Entitlement
Enrolling Individual	Effective Date / /	Medicare Number (please include alpha prefix)	Reason for Medicare Entitlement: <input type="checkbox"/> Age <input type="checkbox"/> Disability <input type="checkbox"/> ESRD <input type="checkbox"/> Dual Entitlement

*If you need extra space, please request an additional form from your group administrator.*

**SECTION 6 - APPLICANT SIGNATURE**

I hereby apply for enrollment, change, or cancellation of coverage as indicated above. I understand any coverage will be under the master contract between Asuris Northwest Health and my employer and I agree to the terms and conditions of the certificate issued pursuant to it. I agree to abide by the Employer's enrollment provisions and certify that all those who I seek to enroll, including myself, meet the eligibility criteria as agreed to by the Group in the master contract. I understand that coverage cannot start until after I have served an eligibility waiting period agreed to by the employer as recorded on Asuris Northwest Health's records.

An eligible individual not listed on this application will be considered as waiving coverage. I acknowledge that I have had the opportunity to enroll, but do not wish to make application for any eligible individual not listed. In waiving coverage, I am aware that waiving individuals (including me, if I am waiving) may enroll later only at my group's anniversary, unless qualified for a Special Enrollment Period.



Application For Enrollment/Change (continued)

**SECTION 6 - APPLICANT SIGNATURE (continued)**

If I have waived enrollment for myself or any of my dependents (including my spouse/domestic partner) because of other health insurance or group health plan coverage, I may in the future 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. In addition, if I have a new dependent as a result of marriage/domestic partnership, 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/domestic partnership, or within 60 days after the birth, adoption, or placement if payment of additional premium is required to provide coverage for the dependent child. To obtain more information about these rules, please call 1 (866) 228-7139.

Except by express amendment signed by an officer of Asuris Northwest Health, no person, including, but not limited to any independent producer, agent, or employee of Asuris Northwest Health or of my employer, may change the terms of the master contract, any of its amendments, or this application and no person may waive the requirement that I answer all questions on this application completely and accurately. I understand that this application will become part of the contract between Asuris Northwest Health and my employer.

I authorize my employer to act as my agent in all matters of administration of the group coverage, and acknowledge that my employer is in no way acting as agent for Asuris Northwest Health. I agree to pay the appropriate premium rates for myself and my enrolling dependents in advance, and authorize payroll deduction of premiums as required.

I authorize any source to release to Asuris Northwest Health, any medical, health, employment, and/or insurance information requested for any enrolled member. I acknowledge and understand that Asuris Northwest Health may request or disclose health information about me or my dependents (persons who are eligible for benefits coverage and are listed on the enrollment form) from time to time for the purpose of facilitating health care treatment, payment or for the purpose of business operations necessary to administer health care benefits, or as required by law. Health information requested or disclosed may be related to treatment or services performed by:


- ◆ A physician, dentist, pharmacist or other physical or behavioral health care practitioner;
- ◆ A clinic, hospital, long term care or other medical facility;
- ◆ Any other institution providing care, treatment, consultation, pharmaceuticals or supplies or;
- ◆ An insurance carrier or group health plan.

Health information requested or disclosed may include, but is not limited to: claims records, correspondence, medical records, billing statements, diagnostic imaging reports, laboratory reports, dental records, or hospital records (including nursing records and progress notes). This acknowledgment does not apply to obtaining information regarding psychotherapy notes. A separate authorization will be used for psychotherapy notes.

I understand that a waiting period for coverage of preexisting conditions may apply. **The preexisting waiting period may not apply to any members under the age of 19.** Contact your Group Administrator for more information. A preexisting condition waiting period may be reduced by any prior creditable health coverage I and/or my dependent(s) may have had, as long as there was not a significant lapse in coverage. I have the right to provide evidence of prior coverage. I can contact Asuris Northwest Health for assistance in obtaining proper evidence of prior coverage.

I have provided these answers as part of the application procedure required by Asuris Northwest Health to enroll in coverage and I certify that all information completed on this form is true, correct, and complete. I understand that Asuris Northwest Health will rely on each answer in making coverage and rating determinations. It is a crime to knowingly provide false, incomplete, or misleading information to an insurance company for the purposes of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits.

I hereby verify that I have reviewed all the information provided on this application (regardless of whether I completed it or someone else assisted me with completion) and certify that it is accurate and complete. I agree to promptly inform Asuris Northwest Health in writing if anything happens before my coverage takes effect that makes any answer on this application inaccurate or incomplete.

Applicant's Signature  \_\_\_\_\_ Date \_\_\_\_\_

