

## Employee Benefit Election & Change Form

For groups with 51 or more employees

<b>For employer use only:</b> Employee Name: _____ Employer Group Name: _____	<b>Start Date:</b> _____
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### 1. Reason for Application

- Open Enrollment     COBRA     Qualifying Event  
 New Hire

### 2. Plan Description Name

Medical: EPO No Out-of-Network Coverage  
**021896-800**

### 3. Change of Status/Coverage

- Select/Change PCP     COBRA  
 Change Address     Add Dependent     Marriage  
 Change Name     Drop Dependent     Other: \_\_\_\_\_  
Former Name: \_\_\_\_\_     Birth     Date of Qualifying Event: \_\_\_\_\_

### 4. Employee Information

Employee Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_ Home Phone Number: \_\_\_\_\_  
Work Phone Number: \_\_\_\_\_ First Day of Employment: \_\_\_\_\_ Retiree:  Yes  No

### 5. Other Group Health Insurance

Name of covered member: \_\_\_\_\_ Name of other health insurance company: \_\_\_\_\_  
Policy number: \_\_\_\_\_ Effective date: \_\_\_\_\_

If you need additional space, attach a separate sheet of paper.

### Disclosure of Personal Health Information

By acceptance of coverage and upon signing this application, for so long as I am enrolled in UPMC Health Plan, I understand, on behalf of myself and my eligible dependents and spouse, if any, that all of my/our health care, dental, and/or vision providers will release to UPMC Health Plan or its authorized agents all information related to my/our medical, dental, and/or vision history and treatment, including mental health, substance abuse treatment/conditions, and AIDS-related information, if any, for all lawful purposes relating to the administration of my health/dental/vision benefits, including determining or reviewing coverage claims, quality assurance, clinical resource management, and utilization review for services that I/we request or receive. I further understand that UPMC Health Plan will release such information to health care, dental, and/or vision entities for such purposes. My right to revoke this consent in writing at any time will not apply to the extent that UPMC Health Plan or any other provider already has acted in reliance on this statement. The term "UPMC Health Plan" collectively refers to UPMC Health Plan Inc., UPMC Health Coverage Inc., UPMC Health Options Inc., and UPMC Health Benefits Inc.

I further understand that information will be released by, to, or among the various UPMC Insurance Services Division entities for all lawful purposes, including administration of workers' compensation and short-term disability, medical management, and implementation of health/wellness initiatives.

**6. Covered Family Members and Benefit Enrollment Selection**

Name (Last, First, MI)	SSN (Required)	Sex (M or F)	Birth Date (Month/Day/Year)	Dependent Code*	Email Address	PCP & Practice #**
Primary (Self)						
Medical: <input type="checkbox"/> Enroll <input type="checkbox"/> Waive					Reason for Waiving: _____	
Spouse <input type="checkbox"/> Domestic Partner†						
Medical: <input type="checkbox"/> Enroll <input type="checkbox"/> Waive					Reason for Waiving: _____	
Dependent Children						
1						
Medical: <input type="checkbox"/> Enroll <input type="checkbox"/> Waive					Reason for Waiving: _____	
2						
Medical: <input type="checkbox"/> Enroll <input type="checkbox"/> Waive					Reason for Waiving: _____	
3						
Medical: <input type="checkbox"/> Enroll <input type="checkbox"/> Waive					Reason for Waiving: _____	
4						
Medical: <input type="checkbox"/> Enroll <input type="checkbox"/> Waive					Reason for Waiving: _____	
5						
Medical: <input type="checkbox"/> Enroll <input type="checkbox"/> Waive					Reason for Waiving: _____	

\*FTS = Full-Time Student; DD = Disabled Dependent (certification required) \*\*Required for HMO plans only.

†Not all employer groups offer domestic partner coverage. Please contact your employer group if you have questions.

Employee Name: \_\_\_\_\_

**Authorization/Signature**

I have read and agree with the terms as stated on this Employee Benefit Election & Change Form. Subject to revocation by me by written notice to my employer, I authorize the required deduction (if any) of applicable contributions from my wages.

I agree that all information on this Employee Benefit Election & Change Form is true and correct to the best of my knowledge and belief. I understand that this Election Form is the basis upon which coverage may be issued under the plan.

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties. I UNDERSTAND THAT PROVIDING FALSE INFORMATION OR OMITTING RELEVANT INFORMATION IN THIS APPLICATION MAY RESULT IN THE DENIAL OF CLAIM(S) OR CANCELLATION OF COVERAGE.

UPMC Health Plan administers benefit plans underwritten by UPMC Health Plan Inc., UPMC Health Benefits Inc., UPMC Health Coverage Inc., and UPMC Health Options Inc. This managed care plan may not cover all your health care expenses. Read your contract carefully to determine which health care services are covered.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Spouse/Domestic Partner (if to be covered)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Employer or Employer's Agent/Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date