



**Lake County Board of County Commissioners
Health Coverage Enrollment or Change Form**

Offered through Florida Blue

Please write/type clearly in black or blue ink.

Enrollment Start with Section 2 and complete applicable sections.

Change in Coverage or Personal Information Start with Section 1 and complete applicable sections.

NOTE: If terminating or refusing any or all health coverage, complete the form titled "Important information regarding your Notice of Special Enrollment Rights."

INTERNAL USE ONLY

Employer Group Name Lake County Board of County Commissioners Group # 64550 Division _____

Open Enrollment? Yes No Employee # _____ Location # _____ Work Status: _____

Date of Hire (mm/dd/yyyy) _____ Effective Date (mm/dd/yyyy) _____ Retirement Date (mm/dd/yyyy) _____

_____ / _____ / _____ _____ / _____ / _____ _____ / _____ / _____

_____ Actively at Work
_____ Retired
_____ COBRA

Section 1: Reason for Change Be sure to sign and date Section 4 to authorize change.

Change in Coverage

Terminate Coverage Dependent Coverage Plan Coverage Provider/Facility Change

Other (Explain): _____

Change in Personal Information Be sure you completed Section 2 # 1-10 with new information.

Name Former Name: _____ New Name: _____

Address _____

Reason for Change Date of Event: _____ / _____ / _____

Adoption Birth Death Divorce Loss of Coverage Marriage

Dependent (Up to Age 26)¹ Over-Aged Dependent (Up to Age 30)² Terminate Employment

Other (explain): _____

¹ Is under the age of 26 or until the end of the calendar year in which he/she turns 26.

² Has reached the end of the calendar year in which he or she becomes 26, but has not reached the end of the calendar year in which he or she becomes 30.

Section 2: Employee Information

1. Social Security # _____ - _____ - _____ *Be sure to place your social security number at the top of pages 2 & 3.

2. Name _____ Last First M.I. 3. Job Title _____

4. Mailing Address _____ Street Address Apt. # _____

5. City _____ State _____ Zip _____ - _____ 6. County _____

7. Phone () _____ 8. Date of Birth _____ / _____ / _____ 9. Gender M F

10. You are? Single Married Divorced Widowed

11. Optional Information for data only. It will not be used for determining eligibility or claim payment.

Ethnicity/Race Check all that apply

Asian or Pacific Islander Black or African American Caribbean Islander Hispanic Native American White

Primary language spoken:

Creole English French Portuguese Russian Spanish Other: _____

Section 3: Health Coverage

12. Health

___ BlueChoice (PPO) Plan # _____
 ___ BlueCare (HMO offered by Health Options, Inc.) Plan # _____

Health Coverage for:

Check one and complete #16 and 17(HMO only) for eligible dependents.

___ Employee ___ Family

13. Other Insurance Information *(This section must be completed for claims processing)*

In addition to this policy, do you or your dependents have any other insurance coverage (including BCBSF plans) that will be in effect after this coverage begins? ___ Yes ___ No

___ Health, if BCBSF, contract # _____ ___ Medicare # _____ ___ Pharmacy ___ Dental
 ___ Other Coverage *(Attach copy of card)* _____
Name Policy Number Contact Information

14. Prior Coverage Information

Complete the following only if this is the first time you or your dependents: (1) are enrolling for health insurance with this employer; (2) currently have health coverage; and/or (3) have had any health coverage in the past 12 months that this coverage replaces OR you can attach a Certificate of Creditable Coverage.

Health Carrier Name _____ Contract Number _____

Policy Holder Name _____ Policy Holder D.O.B. _____ Policy Holder S.S.N. _____ - _____

Effective Date _____ Prior Employee Hire Date _____ Cancel Date _____

Reason _____

State full names of all family members that were covered, including yourself. *Attach separate sheet if needed, sign and date.*

15. Select Coverage for Eligible Dependents

Add Health For: ___ Spouse ___ Child 1 ___ Child 2 ___ Child 3 ___ Other Dependent

Remove Health For: ___ Spouse ___ Child 1 ___ Child 2 ___ Child 3 ___ Other Dependent

16. Information of Eligible Dependents to Be Covered

Last name required if different from yours. Attach separate sheet, if needed, with additional dependents, sign and date.

First Name, M.I., Last Name	Social Security #	Date of Birth	Gender <i>(Circle One)</i>		Disabled? <i>(Circle One)</i>		Mark "X" if:			
			M	F	Y	N	You Support	Lives with you	Student	Over-aged Dependent*
Spouse _____	_____	_____	M	F	Y	N				
Child 1 _____	_____	_____	M	F	Y	N	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child 2 _____	_____	_____	M	F	Y	N	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child 3 _____	_____	_____	M	F	Y	N	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	_____	_____	M	F	Y	N	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship _____	_____	_____								

* Has reached the end of the calendar year in which he or she becomes 26, but has not reached the end of the calendar year in which he or she becomes 30 who: 1) is unmarried and does not have a dependent and 2) is a Florida resident or full-time or part-time student and 3) is not enrolled in any other health coverage policy or plan and 4) not entitled to benefits under Medicare.

17. BlueCare HMO Primary Care Physician *For PCP ID#s, refer to the provider directory at www.floridablue.com*

Physician	PCP ID#	Current patient <i>(Circle One)</i>	
Physician for Self _____	_____	Y	N
Physician for Spouse _____	_____	Y	N
Physician for Child 1 _____	_____	Y	N
Physician for Child 2 _____	_____	Y	N
Physician for Child 3 _____	_____	Y	N
Other Dependent _____	_____	Y	N

Section 4: Acceptance of Coverage

I hereby apply for the coverage/membership or apply for the change in coverage/membership or personal information that is selected on this form. My employer has selected the coverage/membership through Florida Blue or Health Options, Inc. ("HOI").

I authorize my employer to deduct from my earnings my premium contribution, if any. I understand all of the following: **1.** If my coverage/membership is to be issued and continued, I must meet all the group contract's requirements; **2.** If my dependents' coverage/membership, if any, is to be issued and continued, my dependents must meet all the group contract's requirements; **3.** If I must pay part or all of the premium, coverage/membership shall not become effective until Florida Blue or HOI accepts this application and assigns an effective date; and **4.** If I am not actively at work on my proposed effective date of any coverage, my effective date for such coverage may be deferred; it may be deferred until the date I return to active work. I understand that this application is hereby made part of the group contract.

I understand that membership granted to persons herein shall be subject to all provisions and limitations of the group contract. I am aware that a change in coverage of dependents may affect the amount deducted from any wages (if any) for coverage/membership, and I hereby authorize such a change.

I AGREE that in the event of any controversy or dispute between Florida Blue or HOI, I and my dependents must exhaust the appeal and/or grievance processes in the benefit/member handbook issued to me.

I understand that my employer is not an agent of Florida Blue or HOI. I also understand that my employer is responsible for notifying all employees of: **1.** Effective dates; **2.** All termination dates; **3.** Any conversion, COBRA or ERISA rights or responsibilities; and **4.** All other matters pertaining to coverage/membership under the group contract.

When an overpayment is made, I authorize Florida Blue or HOI to recover the excess from any person or entity that received it.

I acknowledge that Florida Blue or HOI coverage/membership is contingent upon the complete, accurate disclosure of the information requested on this form.

I acknowledge that, if I apply for Florida Blue or HOI coverage/membership later, coverage/membership may not be available until the next annual open enrollment or special enrollment period. Also, for Florida Blue coverage, I may be required to furnish evidence of insurability. I acknowledge that any applicable credit toward a health care Pre-existing Condition Exclusion Period is contingent upon the complete and accurate disclosure of information. I represent that the statements on this application are true and complete to the best of my knowledge and belief. I understand and agree that misrepresentations, omissions, concealment of facts, or incorrect statements may result in denial of benefits and/or termination of coverage/membership. I agree to be bound by the group contract's terms and conditions.

I understand that any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

Signature of Applicant/Employee _____ Date: _____

For enrollment or changes in coverage.

Health Options and Florida Blue are Independent Licensees of the Blue Cross and Blue Shield Association.