

Appendix B

COLORADO UNIFORM EMPLOYEE APPLICATION FOR **SMALL GROUP** HEALTH BENEFIT PLANS

This form is designed for an employee's initial application for coverage. Please contact your agent or the carrier to determine if this form should be used in other situations once the group is enrolled with the carrier.

COVERAGE INFORMATION				
Application Type:	<input type="checkbox"/> New Coverage	<input type="checkbox"/> Change/Modification to Existing Policy	<input type="checkbox"/> Open Enrollment	<input type="checkbox"/> Special Enrollment*
Special Enrollment Period Qualifying event:				
<input type="checkbox"/> Loss of Coverage			<input type="checkbox"/> Birth/Adoption/Placement for Adoption	
<input type="checkbox"/> Marriage			<input type="checkbox"/> Other: _____	
			Date of Event: _____	

* Proof of eligibility for special enrollment will be required – information on special enrollment periods is available at: <https://www.colorado.gov/pacific/dora/division-insurance>

EMPLOYER INFORMATION			
Employee Name:		Employer Name:	
Proposed Effective Date:		Group Number (if known):	

EMPLOYEE INFORMATION									
Employee Instructions: Please type or print using black or blue ink. Please fill out the entire application for each person for whom coverage is being sought.									
First Name:		Middle Initial:		Last Name:					
SSN/TIN/ALT ID #:		Date of Birth:	/ /	Current Age:	Gender: <input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> X				
Not filing out this field shall not be a reason to deny an application for coverage									
Physical Address:					City:				
County:		State:		Zip:					
Mailing Address (If different, can be P.O. Box):					City:				
County:		State:		Zip:					
Home Phone:		Alternate Phone:		Email:	Home Work				
First day of employment?		How many hours, on average, do you work each week?		Work Phone:					
Are you (check one): <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Civil Union <input type="checkbox"/> Legally Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Designated Beneficiary <input type="checkbox"/> Widow/Widower <input type="checkbox"/> Common Law <input type="checkbox"/> Designated Beneficiary - A common law or designated beneficiary certification may be required by the carrier									
Are you on COBRA or State Continuation?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	Start Date:	Stop				
It should be noted that American Indians and Alaskan Natives have an enhanced ability to enroll in individual health benefit plans under the Affordable Care Act.									

TYPE OF HEALTH COVERAGE	
List all dependents (spouse/partner and child(ren)) applying for coverage. If you need additional space, please use a separate sheet of paper and attach it to this application (please print your name and sign and date the additional sheet).	

Please select the type of health insurance coverage for which you are applying:	<input type="checkbox"/> Employee Only	<input type="checkbox"/> Employee & Spouse	<input type="checkbox"/> Employee & Child	<input type="checkbox"/> Employee & Family
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Name of plan selected: _____

Dependent Information- List all dependents to be covered					
Name First, MI, Last)	SSN/TIN/ALT ID # (can leave blank):	Gender	Relationship	Disability Y/N	Birth Date (MM/DD/YY)
		<input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> X	SPOUSE/PARTNER	<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> X	<input type="checkbox"/> Child <input type="checkbox"/> Dependent	<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> X	<input type="checkbox"/> Child <input type="checkbox"/> Dependent	<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> X	<input type="checkbox"/> Child <input type="checkbox"/> Dependent	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Employee Name:	Employer Name:
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TOBACCO USE	
Please answer the following questions to the best of your knowledge. 45 CFR 147.102(a)(1)(iv) "For purposes of this section, tobacco use means use of tobacco on average four or more times per week within no longer than the past 6 months. This includes all tobacco products, except that tobacco use does not include religious or ceremonial use of tobacco. Further, tobacco use must be defined in terms of when a tobacco product was last used."	
Has anyone named in this application used tobacco or smokeless tobacco during the past 6 months? If yes, provide the information requested below.	
Name of Person	Used Tobacco Products
	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No

EMPLOYEE/DEPENDENT WAIVER OF COVERAGE

Complete this section ONLY if you are not enrolling yourself or your spouse/partner or dependents. Waiver must be completed for all of your dependents to be eligible for enrollment on this plan in the event of changing circumstances. I understand that I am eligible to apply for group health coverage through my employer. I do NOT want, and hereby waive, group health coverage for:

	Name (Last, First, MI)	Birth Date (Mo/Day/Year)
Employee		
Spouse/Partner		
Dependent 1		
Dependent 2		
Dependent 3		
Dependent 4		
Dependent 5		
Dependent 6		

I am waiving group health coverage for myself and/or the dependents listed above because (check all that apply, copy of ID card may be required):	
<input type="checkbox"/>	I am covered under my spouse/partner's group policy
<input type="checkbox"/>	My spouse/partner is covered under another plan (including this plan, if spouse/partner is also an employee)
<input type="checkbox"/>	My dependents are covered under another plan
<input type="checkbox"/>	I wish to continue other coverage obtained through an Individual Plan or Medicare
Other (Please explain):	

WAIVER: I certify that I have been given the opportunity to apply for group health coverage and decline to enroll as indicated above, on behalf of myself, my spouse/partner and my dependent child(ren). I understand that by signing this waiver, I, my spouse/partner, and my dependent child(ren) forfeit the right to coverage. I was not pressured, forced or unfairly induced by my employer, the agent or the carrier(s) into waiving or declining the group health coverage. If in the future I apply for coverage, I, my spouse/partner, or any of my dependent child(ren) may be treated as a late enrollee and subject to postponement of coverage for up to 12 months.

I understand that if I am declining enrollment for myself, my spouse/partner, or my dependent child(ren) because of other health coverage, I may, in the future, be able to enroll myself, my spouse/partner, or my dependent child(ren) in this plan, as required by law, provided that I request enrollment within 30 days after my other health coverage ends or a qualifying event occurs. If I do not request enrollment within 30 days of the above events, I understand that I may not be able to enroll for coverage until my company's Open Enrollment period. I understand that I can obtain information related to my enrollment eligibility from my employer or small group health carrier.

Signature of Employee: _____ Date Signed: _____

Employee Name:	Employer Name:
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CERTIFICATION OF DENTAL INSURANCE COVERAGE (Certification of dental insurance coverage is not required when purchasing coverage through Connect for Health Colorado)	
Pediatric dental coverage is a required essential health benefit. The plan you select may not include pediatric dental coverage. Do you have pediatric dental coverage under another plan?	<input type="checkbox"/> Yes <input type="checkbox"/> No Note: you may be required to provide proof that you have obtained coverage before this policy will be approved
TERMS – CONDITIONS- DISCLOSURES	

I acknowledge that I have read all sections of this Colorado Uniform Employee Application for Small Employer Group Health Coverage (Application), and I certify on behalf of my eligible family dependents and myself that the answers contained in this Application are complete and accurate to the best of my knowledge. I understand and agree that neither my employer nor any insurance agents have any authority to waive my complete answer to any question, agree to insurability, alter any contract, or waive any Colorado small employer carrier’s other rights or requirements.

I hereby apply for enrollment for myself and for my eligible family dependents listed. On behalf of my eligible family dependents and myself, I agree to all of the terms and conditions of the group contract(s) with Colorado small employer carrier(s) under which I wish to enroll for coverage. I have indicated in this Application, if required, what product(s) or provider(s) I have selected. I agree that no coverage will be effective until the date specified by the Colorado small employer carrier(s) with whom I enroll, after this application has been accepted by such carrier(s).

I understand and agree that any information obtained in connection with this Application will be used by Colorado small employer carrier(s) to determine eligibility for coverage.

It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance carrier for the purpose of defrauding or attempting to defraud the carrier. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance carrier or agent of an insurance carrier who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

When applicable, I authorize my employer to deduct contributions from my earnings to be applied to the cost of coverage.

I agree to any applicable group contract provisions for the resolution of disagreements and disputes, including arbitration when required and as allowed by law. Please refer to any arbitration provisions in the group contract(s).

I understand that I may request a copy of this Application. I agree that a photographic copy of this Application shall be as valid as the original. A legible facsimile signature shall have the same force and effectiveness as the original. This document will become a part of the contract when coverage is approved and issued.

COLORADO INSURANCE LAW REQUIRES ALL CARRIERS IN THE SMALL GROUP MARKET TO ISSUE ANY APPLICABLE HEALTH BENEFIT PLAN IT MARKETS IN COLORADO TO ANY SMALL EMPLOYER THAT APPLIES FOR THE PLAN AND AGREES TO MAKE THE REQUIRED PREMIUM PAYMENTS, AND SATISFIES THE OTHER PROVISIONS OF THE HEALTH BENEFIT PLAN.

This document is a publication of the Colorado Division of Insurance. If you have questions about the content of this document please contact our offices at 303-894-7499 or visit our website at <https://www.colorado.gov/pacific/dora/division-insurance>. For questions regarding coverage or enrollment please see your employer.

Signature of Employee: _____ Date Signed: _____