



# Egyptian Area Schools Employee Benefit Trust

## ENROLLMENT FORM

<b>EMPLOYER (OR PLAN SPONSOR) SECTION – EMPLOYER MUST COMPLETE THIS SECTION</b> (Employer Representative – Unsigned or incomplete forms will be returned and may delay enrollment)					(For Employer Use Only)- Employers retain a copy for your records. Confirmation No. _____					
Employer Name <b>REQUIRED</b>			Group Number <b>REQUIRED</b>		Certified Staff <input type="checkbox"/> Yes <input type="checkbox"/> No		Effective Date <b>REQUIRED</b>			
Enrollment Event: <b>REQUIRED</b>			<input type="checkbox"/> Open Enrollment- Applies to medical plan only <input type="checkbox"/> Annual Enrollment- Applies to dental plan only <input type="checkbox"/> New Hire <input type="checkbox"/> Late Enrollment <input type="checkbox"/> Qualifying Change in Family Status Reason			Employee Status <input type="checkbox"/> Active <input type="checkbox"/> COBRA <input type="checkbox"/> Retiree <input type="checkbox"/> Other		Date of Hire <b>REQUIRED</b>		
Will Employee be Medicare Eligible at Age 65? <input type="checkbox"/> Yes <input type="checkbox"/> No										
Certified by (Authorized Representative) <b>REQUIRED</b>					Date <b>REQUIRED</b>		Employer Telephone ( ) -			
Employers please indicate which Health Plan options your district offers: <b>REQUIRED</b> <input type="checkbox"/> Plan A <input type="checkbox"/> Plan B <input type="checkbox"/> Plan C <input type="checkbox"/> HDHP <input type="checkbox"/> Plan E1 <input type="checkbox"/> All Plans								Enter information at <a href="http://www.meritain.com">www.meritain.com</a>		
<b>EMPLOYEE INFORMATION: EMPLOYEE MUST COMPLETE THIS SECTION (Incomplete forms will be returned and may delay enrollment)</b>										
Employee Name <b>REQUIRED</b>			Sex <input type="checkbox"/> M <input type="checkbox"/> F <b>REQUIRED</b>		Date of Birth <b>REQUIRED</b>		Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Civil Union <b>REQUIRED</b>		Social Security Number <b>REQUIRED</b>	
Employee Home Address    Street/Apt.    City    State    Zip <b>REQUIRED</b>										
Home Phone <b>HELPFUL</b> Business Phone <b>HELPFUL</b>			Email Address <b>HELPFUL</b>			Occupation: _____ Average Hours Worked per Week: _____		Earnings \$ <b>REQUIRED</b> <b>WHEN ENROLLING IN OPTIONAL LIFE</b> <input type="checkbox"/> Hourly <input type="checkbox"/> Monthly <input type="checkbox"/> Weekly <input type="checkbox"/> Annually		
<b>EMPLOYEES: You must check one box in each section below.</b>					<b>EMPLOYEES: Check all boxes that apply:</b>					
<b>Medical Plan Options</b>  <input type="checkbox"/> Plan A <input type="checkbox"/> Plan B <input type="checkbox"/> Plan C <input type="checkbox"/> HDHP <input type="checkbox"/> Plan E1 <b>REQUIRED</b>		<b>Voluntary Teladoc</b> Not required when enrolling in a medical plan. Available to those not enrolling in medical on voluntary basis.		<b>Voluntary Dental</b>  <input type="checkbox"/> High  <input type="checkbox"/> Low <b>REQUIRED</b>		<b>Voluntary Vision</b>  <input type="checkbox"/> High  <input type="checkbox"/> Low <b>REQUIRED</b>		<b>Basic Life –</b> Basic Life is automatic when enrolling in Health Plan. If employee waives medical will only be enrolled in basic life if the box below is marked. <input type="checkbox"/> Basic Life Amount _____ <input type="checkbox"/> Decline coverage		
<input type="checkbox"/> Employee Only <input type="checkbox"/> Employee + Spouse <input type="checkbox"/> Employee + Child or Children <input type="checkbox"/> Family <input type="checkbox"/> Decline Coverage NOTE: Includes Teladoc, Basic Life Insurance and Prescription Coverage <b>REQUIRED</b>		<input type="checkbox"/> Employee Only <input type="checkbox"/> Decline Coverage  NOTE: Teladoc is included in Medical Plan.		<input type="checkbox"/> Employee Only <input type="checkbox"/> Employee + 1 Dependent <input type="checkbox"/> Employee + 2 or more depts <input type="checkbox"/> Decline Coverage  <b>REQUIRED</b>		<input type="checkbox"/> Employee Only <input type="checkbox"/> Employee + 1 Dependent <input type="checkbox"/> Employee + 2 or more depts <input type="checkbox"/> Decline Coverage  <b>REQUIRED</b>		<input type="checkbox"/> Optional Employee Life Amount _____ Note: Evidence of Insurability Form required for amounts over \$100,000  <input type="checkbox"/> Optional Spouse Life Amount _____ Note: Limited to 50% of Employee Life – Evidence of Insurability required for amounts over \$37,500  <input type="checkbox"/> Optional Dependent Life <input type="checkbox"/> \$5,000 or <input type="checkbox"/> \$10,000 Note: Covers all eligible children  <input type="checkbox"/> Decline Coverage		
List Full Name of Your Eligible Dependents		Relation To Employee 1-Spouse 2-Child 3-Stepchild 4-Other	Sex M or F	Date of Birth	Dependent Social Security Number (Required when enrolling dependents.)		You must mark the coverage chosen or decline coverage for each dependent listed. <b>BELOW MUST BE MARKED WHEN ADDING OR ENROLLING A DEPENDENT.</b>			
1. <b>REQUIRED WHEN COVERING DEPENDENT</b>		<b>REQUIRED</b>	<b>REQUIRED</b>	<b>REQUIRED</b>	<b>REQUIRED</b>		<input type="checkbox"/> Medical <input type="checkbox"/> Dental <input type="checkbox"/> Vision <input type="checkbox"/> Decline			
2.		/ /	/ /	- -		<input type="checkbox"/> Medical <input type="checkbox"/> Dental <input type="checkbox"/> Vision <input type="checkbox"/> Decline				
3.		/ /	/ /	- -		<input type="checkbox"/> Medical <input type="checkbox"/> Dental <input type="checkbox"/> Vision <input type="checkbox"/> Decline				
4.		/ /	/ /	- -		<input type="checkbox"/> Medical <input type="checkbox"/> Dental <input type="checkbox"/> Vision <input type="checkbox"/> Decline				
5.		/ /	/ /	- -		<input type="checkbox"/> Medical <input type="checkbox"/> Dental <input type="checkbox"/> Vision <input type="checkbox"/> Decline				
6.		/ /	/ /	- -		<input type="checkbox"/> Medical <input type="checkbox"/> Dental <input type="checkbox"/> Vision <input type="checkbox"/> Decline				

**OTHER INSURANCE COVERAGE HELPFUL BUT NOT REQUIRED**

Are you or any of your dependents covered by another group, medical, dental, or vision plan?  Yes  No If yes, type(s) of coverage:  Medical  Vision  Dental

Name of individual with other coverage: \_\_\_\_\_ Effective Date of other coverage \_\_\_\_\_

Name of insurance carrier or TPA: \_\_\_\_\_ Group No. \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of employer providing coverage: \_\_\_\_\_

Is other coverage Medicare or Medicaid?  Yes  No Medicare/Medicaid Effective Date of coverage \_\_\_\_\_

(9-05) EGT-ENR REVISED 6/15 **EMPLOYER RETAIN ORIGINAL FOR YOUR FILE**

**BASIC LIFE – Beneficiary Information HELPFUL BUT NOT REQUIRED. IF NOT COMPLETED OR COMPLETED INCORRECTLY BENEFICIARIES WILL NOT BE ENTERED.**

Primary Beneficiary's Last Name	First	MI	Relationship of Beneficiary	DOB	Primary Beneficiary's Social Security Number
Street Address			City	State	Zip
Contingent Beneficiary's Last Name	First	MI	Relationship of Beneficiary	DOB	Contingent Beneficiary's Social Security Number
Street Address			City	State	Zip

**OPTIONAL LIFE – Beneficiary Information HELPFUL BUT NOT REQUIRED. IF NOT COMPLETED OR COMPLETED INCORRECTLY BENEFICIARIES WILL NOT BE ENTERED.**

Primary Beneficiary's Last Name	First	MI	Relationship of Beneficiary	DOB	Primary Beneficiary's Social Security Number
Street Address			City	State	Zip
Contingent Beneficiary's Last Name	First	MI	Relationship of Beneficiary	DOB	Contingent Beneficiary's Social Security Number
Street Address			City	State	Zip

Note: A Contingent Beneficiary will receive benefits only if the Primary Beneficiary does not survive you. If you wish to designate more than one Primary or Contingent Beneficiary, please attach a separate sheet of paper.

**REQUEST FOR COVERAGE (BASIC AND OPTIONAL LIFE) IF ENROLLED ON FRONT OF FORM WILL ASSUME THEY HAVE APPLIED Dearborn National**

This coverage has been offered to me and after careful consideration of the benefits, I have decided to:

<input type="checkbox"/> "I APPLY FOR THE BASIC GROUP LIFE BENEFITS indicated above and, if my application is approved by Dearborn National, I authorize deductions from my pay for any required contributions. I know my coverage will not take effect unless I am actively at work and coverage on my dependent(s) will not take effect unless he/she is performing the usual and customary duties of activities of a healthy individual of the same age and sex."	<input type="checkbox"/> "I APPLY FOR THE OPTIONAL GROUP LIFE BENEFITS indicated above and, if my application is approved by Dearborn National, I authorize deductions from my pay for any required contributions. I know my coverage will not take effect unless I am actively at work and coverage on my dependent(s) will not take effect unless he/she is performing the usual and customary duties of activities of a healthy individual of the same age and sex."
<input type="checkbox"/> "WAIVER OF COVERAGE: I do NOT want to enroll myself in the BASIC GROUP LIFE Program. I understand that if I apply for coverage at a later date, and if a physical examination or further medical information is required, it will be at my own expense."	<input type="checkbox"/> "WAIVER OF COVERAGE: I do NOT want to enroll myself in the OPTIONAL GROUP LIFE Program. I understand that if I apply for coverage at a later date, and if a physical examination or further medical information is required, it will be at my own expense."
	<input type="checkbox"/> "WAIVER OF COVERAGE: I do NOT want to enroll my dependents in the OPTIONAL GROUP LIFE Program. I understand that if I apply for coverage for my dependents at a later date, and if a physical examination or further medical information is required, it will be at my own expense."

NOTE: A PERSON COMMITS INSURANCE FRAUD, IF HE OR SHE SUBMITS AN APPLICATION OR CLAIM CONTAINING A FALSE OR DECEPTIVE STATEMENT WITH INTENT TO DEFRAUD (OR KNOWING THAT HE OR SHE IS HELPING TO DEFRAUD) AN INSURANCE COMPANY.  
The insurance requested on this enrollment form will not be effective until approved by the Home Office of Dearborn National, and the initial premium is paid to Dearborn National. A delayed effective date will apply if the employee is not actively at work, or a dependent is in a period of limited activity on the date insurance would otherwise take effect.

**REQUEST FOR COVERAGE (MEDICAL) IF ENROLLED ON FRONT OF FORM WILL ASSUME THEY HAVE APPLIED Administered by Meritain Health**

This coverage has been offered to me and after careful consideration of the benefits, I have decided to:

<input type="checkbox"/> "I APPLY FOR THE GROUP BENEFITS indicated above and, if my application is approved by Egyptian Area Schools Employee Benefit Trust, I authorize deductions from my pay for any required contributions. I know my coverage will not take effect unless I am actively at work and coverage on my dependent(s) will not take effect unless he/she is performing the usual and customary duties of activities of a healthy individual of the same age and sex."
<input type="checkbox"/> "WAIVER OF COVERAGE: I do NOT want to enroll myself or my dependents in the Health Program. I understand that if I apply for coverage at a later date, all the rules of late enrollment will apply."

**REQUEST FOR COVERAGE (VOLUNTARY TELADOC) IF NOT ENROLLING IN MEDICAL AND DIDN'T MARK TELADOC ON FRONT OF FORM WILL ASSUME WAIVED Administered by Meritain Health**

This coverage has been offered to me and after careful consideration of the benefits, I have decided to:

<input type="checkbox"/> "I APPLY FOR THE GROUP BENEFITS indicated above and, I authorize deductions from my pay for any required contributions."
<input type="checkbox"/> "WAIVER OF COVERAGE: I do NOT want to enroll myself in the Teladoc Program."

**REQUEST FOR COVERAGE (VOLUNTARY DENTAL) IF ENROLLED ON FRONT OF FORM WILL ASSUME THEY HAVE APPLIED Ameritas**

Select Coverage. Confirm the options available to you by reviewing your benefit plan description or checking with your employer. Note: Except for COBRA continuance, dependent coverage may be elected only if employee coverage is elected.

This coverage has been offered to me and after careful consideration of the benefits, I have decided to:

"I APPLY FOR THE GROUP BENEFITS indicated above and, if my application is approved by Ameritas, I authorize deductions from my pay for any required contributions. I know my coverage will not take effect unless I am actively at work and coverage on my dependent(s) will not take effect unless he/she is performing the usual and customary duties of activities of a healthy individual of the same age and sex."

"WAIVER OF COVERAGE: I do NOT want to enroll myself or my dependents in the Dental Program. I understand that if I apply for coverage at a later date, all the rules of late enrollment will apply."

**REQUEST FOR COVERAGE (VOLUNTARY VISION) IF ENROLLED ON FRONT OF FORM WILL ASSUME THEY HAVE APPLIED** VSP, Administered by Ameritas

This coverage has been offered to me and after careful consideration of the benefits, I have decided to:

"I APPLY FOR THE GROUP BENEFITS indicated above and, if my application is approved by Ameritas, I authorize deductions from my pay for any required contributions.

"WAIVER OF COVERAGE: I do NOT want to enroll myself or my dependents in the Vision Program."

**Please read, sign, and date the following Authorization & Acknowledgement**

- I have read and understand the information provided in the summary of benefits and other enrollment materials.
- On behalf of myself and enrolling family members, I AUTHORIZE the release to or by Egyptian Area Schools, its administrators, or other insurance companies of information regarding school enrollment, medical history, employment, or other benefits as necessary to verify eligibility, adjudicate claims, or coordinate benefits, to the extent permitted by law.
- Are you declining any coverage due to coverage in another plan?  Yes  No  
If yes, is the other coverage COBRA?  Yes  No  
 Other (Please Explain)\_\_\_\_\_

To the best of my belief and knowledge, the information I have provided on this form is complete and correct, and that no material information has been withheld or omitted. It is illegal and may be a felony for any person to knowingly and with intent to injure, defraud, or deceive any insurer, file a statement of claim or an application containing any false, incomplete, or misleading information.

Employee's Signature

**REQUIRED**

Date:

**REQUIRED**