PLEASE PRINT. *For address and/or primary care physician changes call (518) 641-3700, 1-800-777-2273, or visit www.cdphp.com* USE BLACK INK ONLY.

Enrollment Application/Change Form

6 Wellness Way
Latham, NY 12110
(518) 641-5000
or
1-800-993-7299

EMPLOYER USE ONLY

Date Hired (MM/DD/YY) *(required)* _____ ◯ Full-time ◯ Part-time (20 hours or less/week)
Date coverage is effective _____ ◯ Actively Working ◯ COBRA
◯ Retiree 65 or older ◯ Retiree 55–65 ◯ Retiree Under 55
Date of status change _____ Employer Name _____
◯ Part- to full-time ◯ Union to non-union ◯ Other _____
Group/Subgroup #: _____ Class #: _____
Chamber Assoc: _____ **Grp Admin Initials *(required)*** _____

A. EXPLANATION *(CHECK ALL THAT APPLY)*

◯ New Hire ◯ Open Enrollment ◯ Loss of Coverage ◯ Marriage ◯ Birth ◯ Change in Student Status ◯ Dependent through 29
◯ Name/Address Change ◯ Court Order
◯ **COBRA**—*Reason:* ◯ Left Employ/Retirement ◯ Divorce/Legal Separation ◯ Death of Spouse ◯ Dependent Reached Max Age ◯ Loss of Student Status
◯ **Termination**—*Reason:* ◯ Employment Terminated ◯ Remove Dependents Only ◯ Deceased ◯ Other _____

B. COVERAGE INFORMATION *(CHECK ALL THAT APPLY)*

Product Type: ◯ HMO ◯ EPO ◯ HDEPO ◯ PPO ◯ HDPPO ◯ HNY
PCP Copay Amt: $ _____ Specialist Copay Amt: $_____ % Coins: _____ Deduct. Amt: $ _____ ◯ **Delta Dental of New York Coverage**

C. FUNDING ACCOUNT *(CHECK ALL THAT APPLY)*

I am participating in a CDPHN-administered:
◯ Flexible Spending Account (FSA) ◯ Health Reimbursement Arrangement (HRA) ◯ Health Savings Account (HSA) ◯ Not Applicable

D. SUBSCRIBER INFO *(CHECK ALL THAT APPLY)*

For **HMOs only,** you and each dependent **MUST** select a Primary Care Physician (PCP). Member may also choose one OB/GYN. Also indicate if a member is a current patient and get the Physician # and Office Location from the provider directory or at www.cdphp.com. **For all other products, include copy of your HIPAA certificate. If you have Medicare Parts A and B, include a copy of your Medicare card.**

1. Last Name _____ First Name _____ M.I. _____
2. Street Address _____ Apt. # _____
3. City _____ State _____ ZIP _____
4. Telephone: Home _____ Work _____ Mobile _____
5. E-mail Address _____
6. Employer Name _____
7. Social Security Number ***(Required)*** _____
8. Date of Birth _____

Medical Add *or* Delete

Gender: ◯ *M* ◯ *F* ◯ *Non-Binary*

The following are optional but help us understand the diversity of our membership.
Primary Language *(optional):* Spoken: _____ Written: _____

Ethnicity (optional): ◯ Hispanic or Latino ◯ Not Hispanic or Latino
Medicare number: _____ Part A effective date: _____ Part B effective date: _____

Delta Dental Add or Delete

For enrollees in small group (100 or fewer full time equivalent employees): Have you obtained stand-alone dental coverage that provides a pediatric dental essential health benefit through a New York Health Benefit Exchange-certified stand-alone dental plan offered outside the New York Health Benefit Exchange? ◯ Yes ◯ No
If you answered "yes," please provide the name of the company issuing the stand-alone dental coverage. _____
If you answered "no," we will provide you coverage of the pediatric dental essential health benefit. Additional cost may apply. Ask your employer for rate information.

Previous coverage: ◯ Yes Previous carrier: _____ Effective from: _____ To: _____

HMO only—Physician (PCP) Last _____ First _____ Phys # _____ Current Patient? _____
OB/GYN Last _____ First _____ Phys # _____ Current Patient? _____

E. DEPENDENT INFO

For **HMOs only,** you and each dependent **MUST** select a Primary Care Physician (PCP). Females may also choose one OB/GYN. Also indicate if a member is a current patient and get the Physician # and Office Location from the provider directory or at www.cdphp.com. **For all other products, include copy of your HIPAA certificate. If you have Medicare Parts A and B, include a copy of your Medicare card.**

8a. Last Name | First Name | M.I. | SSN ***(Required)*** | Date of Birth | **Medical Add *or* Delete**

Rel: ◯ Spouse ◯ Domestic Partner ◯ Child: ◯ M ◯ F ◯ Non-Binary ◯ Other Gender: ◯ Full-time student?

Telephone: Home _____ Work _____ Mobile _____ E-mail Address _____

The following are optional but help us understand the diversity of our membership.

Primary Language *(optional):* Spoken: _____ Written: _____

Ethnicity (optional): ◯ Hispanic or Latino ◯ Not Hispanic or Latino

Medicare number: _____ Part A effective date: _____ Part B effective date: _____

Delta Dental

For enrollees in small group (100 or fewer full time equivalent employees): Have you obtained stand-alone dental coverage that provides a pediatric dental essential health benefit through a New York Health Benefit Exchange-certified stand-alone dental plan offered outside the New York Health Benefit Exchange? ◯ Yes ◯ No

Delta Dental Add *or* Delete

If you answered "yes," please provide the name of the company issuing the stand-alone dental coverage. _____

If you answered "no," we will provide you coverage of the pediatric dental essential health benefit. Additional cost may apply. Ask your employer for rate information.

Previous coverage: ◯ Yes Previous carrier: _____ Effective from: _____ To: _____

HMO only—Physician (PCP) Last | First | Phys # | Current Patient?

OB/GYN Last | First | Phys # | Current Patient?

8b. Last Name | First Name | M.I. | SSN ***(Required)*** | Date of Birth | **Medical Add *or* Delete**

Rel: ◯ Child: ◯ M ◯ F ◯ Non-Binary ◯ Other Gender: _____ ◯ Full-time student?

Telephone: Home _____ Work _____ Mobile _____ E-mail Address _____

The following are optional but help us understand the diversity of our membership.

Primary Language *(optional):* Spoken: _____ Written: _____

Ethnicity (optional): ◯ Hispanic or Latino ◯ Not Hispanic or Latino

Medicare number: _____ Part A effective date: _____ Part B effective date: _____

Delta Dental

For enrollees in small group (100 or fewer full time equivalent employees): Have you obtained stand-alone dental coverage that provides a pediatric dental essential health benefit through a New York Health Benefit Exchange-certified stand-alone dental plan offered outside the New York Health Benefit Exchange? ◯ Yes ◯ No

Delta Dental Add *or* Delete

If you answered "yes," please provide the name of the company issuing the stand-alone dental coverage. _____

If you answered "no," we will provide you coverage of the pediatric dental essential health benefit. Additional cost may apply. Ask your employer for rate information.

Previous coverage: ◯ Yes Previous carrier: _____ Effective from: _____ To: _____

HMO only—Physician (PCP) Last | First | Phys # | Current Patient?

OB/GYN Last | First | Phys # | Current Patient?

8c. Last Name | First Name | M.I. | SSN ***(Required)*** | Date of Birth | **Medical Add *or* Delete**

Rel: ◯ Child: ◯ M ◯ F ◯ Non-Binary ◯ Other Gender: _____ ◯ Full-time student?

Telephone: Home _____ Work _____ Mobile _____ E-mail Address _____

The following are optional but help us understand the diversity of our membership.

Primary Language *(optional):* Spoken: _____ Written: _____

Ethnicity (optional): ◯ Hispanic or Latino ◯ Not Hispanic or Latino

Medicare number: _____ Part A effective date: _____ Part B effective date: _____

Delta Dental

For enrollees in small group (100 or fewer full time equivalent employees): Have you obtained stand-alone dental coverage that provides a pediatric dental essential health benefit through a New York Health Benefit Exchange-certified stand-alone dental plan offered outside the New York Health Benefit Exchange? ◯ Yes ◯ No

Delta Dental Add *or* Delete

If you answered "yes," please provide the name of the company issuing the stand-alone dental coverage. _____

If you answered "no," we will provide you coverage of the pediatric dental essential health benefit. Additional cost may apply. Ask your employer for rate information.

Previous coverage: ◯ Yes Previous carrier: _____ Effective from: _____ To: _____

HMO only—Physician (PCP) Last | First | Phys # | Current Patient?

OB/GYN Last | First | Phys # | Current Patient?

E. DEPENDENT INFO *Cont'd*

8d. Last Name | First Name | M.I. | SSN ***(Required)*** | Date of Birth | **Medical Add *or* Delete**

Rel: ◯ Child: ◯ M ◯ F ◯ Non-Binary ◯ Other Gender: _____ ◯ Full-time student?

Telephone: Home _____ Work _____ Mobile _____ E-mail Address _____

The following are optional but help us understand the diversity of our membership.

Primary Language *(optional):* Spoken: _____ Written: _____

Ethnicity (optional): ◯ Hispanic or Latino ◯ Not Hispanic or Latino

Medicare number: _____ Part A effective date: _____ Part B effective date: _____

Delta Dental

Delta Dental Add *or* Delete

For enrollees in small group (100 or fewer full time equivalent employees): Have you obtained stand-alone dental coverage that provides a pediatric dental essential health benefit through a New York Health Benefit Exchange-certified stand-alone dental plan offered outside the New York Health Benefit Exchange? ◯ Yes ◯ No

If you answered "yes," please provide the name of the company issuing the stand-alone dental coverage. _____

If you answered "no," we will provide you coverage of the pediatric dental essential health benefit. Additional cost may apply. Ask your employer for rate information.

Previous coverage: ◯ Yes Previous carrier: _____ Effective from: _____ To: _____

HMO only—Physician (PCP) Last | First | Phys # | Current Patient?

OB/GYN Last | First | Phys # | Current Patient?

F. OTHER INSURANCE

Do you, your spouse, or any of your dependents have any other medical insurance that will be maintained in addition to CDPHP? ◯ Yes: If yes, complete below. ◯ No

9. Policyholder Name | Policy # | Insurance carrier | Employer name

Date of Birth _____ Address _____

Effective date: _____ Coverage type: ◯ Hospital ◯ Medical ◯ Drug ◯ Dental ◯ Vision

Covered Individuals—Check all that apply ◯ Self ◯ Spouse ◯ Dependents

G. SIGNATURE AGREEMENT: I hereby represent that all information furnished by me hereon is true and complete to the best of my knowledge and that I have read the important information on the last page of this form.

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 shall also be subject to a civil penalty not to exceed $5,000 and the stated value of the claim for each such violation.

10. Applicant's Signature: _____ 11. Date: _____

IMPORTANT INFORMATION

Failure to complete any sections will result in a processing delay of your application, member ID cards and, claims payment. Failure by your employer to complete the employer section will also result in a delay.

If you should have any questions about this Enrollment Application/Change Form, please call the CDPHP® member services department at (518) 641-3700 or 1-800-777-2273. Thank you for choosing CDPHP for your health care coverage.

Your signature on this application hereby affirms the following:

On behalf of myself and any dependents listed, I hereby apply for coverage under the Master Group Contract (health and/or dental, as the case may be) issued to my employer by Capital District Physicians' Health Plan, Inc. (HMO products) and/or CDPHP Universal Benefits,® Inc. (CDPHP UBI) (EPO/PPO/HD products) and/or Delta Dental of New York, Inc.

I understand that the benefits for which I (we) will be eligible are in accordance with those described in the Master Group Contract and any attached riders. I further understand that for HMO benefits provided by Capital District Physicians' Health Plan, Inc., except for emergencies, covered services must be obtained through a participating physician (unless otherwise noted in rider) or in a participating hospital (unless otherwise noted in rider) when admitted or referred by a participating physician (unless otherwise noted in rider), and also that certain services may require a copayment (unless otherwise noted in rider) by me (or my dependents) directly to the provider of such services.

I hereby permit my employer to deduct the necessary Health Services Fees, if any, from my wages or salary, with the understanding that the employer acts as my agent in all dealings with CDPHP and/or Delta Dental of New York, Inc., and that all acts performed by the employer and all notices given to the employer in such dealings are binding upon me, as not prohibited by statute or regulation.

I understand that unresolved grievances are subject to the procedure specified in the Master Group Contract.

CDPHP COMPANIES
Capital District Physicians' Health Plan, Inc.
CDPHP Universal Benefits,® Inc.

Delta Dental Service Plans are underwritten and administered by Delta Dental of New York, Inc.

DELTA DENTAL®

A REGISTERED MARK OF DELTA DENTAL PLANS ASSOCIATION

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www.deltadentalins.com