

Health Insurance Application/Change For Retirees & COBRA Continuants

Wisconsin Department of Employee Trust Funds PO Box 7931 Madison WI 53707-7931 1-877-533-5020 (toll free) Fax 608-267-4549 etf.wi.gov

There are certain times throughout the year when you may enroll in health insurance or change your coverage. Visit It's Your Choice 2019 at etf.wi.gov/IYC2019 to learn more about choices available to you, view an eLearning and see instructions on how to enroll. **Return this completed form to ETF.**

1. Applicant Information Only the subscriber applying for coverage should complete this form.											
Name First			<i>M.I.</i>	Last			ET	ETF ID or SSN			
Former/Maiden (if applicable)				Telepho (one)	Email					
Mailing address City State ZIP code Country					ountry						
Physical street address <i>if different from above</i> City State ZIP code Country							ountry				
					ntage and use a edicare requirem		or your	mailing addres	ss, you m	ust als	o provide a
Birth date					Gender	Female	Pr	imary care phy	sician or	clinic	
Check here if	your	nan	ne, phone	e, address	s, email or marita	al status ha	s chan	ged: 🗌			
Check your m	arital	sta	tus:		Married			Divorced		U Widowed	
🗌 Sing	le (no	cha	ange date	required)	Date:		D	ate:		Date:	
Please check	whick	n ap	plies to y	ou (this d	letermines your e	eligibility)					
🗌 Retir	ee [_ C	Disability	ecipient	COBRA reci	pient 🗌 S	Survivir	ng dependent			
2. Spouse Ir	nforn	nat	ion								
Name First M.I. Last		F		Form	Former/Maiden		SSN				
Birth date	Birth date Gender Primary care physician or clinic Male Female										
Check here if	Check here if your spouse's information has changed:					🗌 No					
3 Dependent Information Only list dependents you are adding or remaying											
3. Dependent Information Only list dependents you are adding or removing.											
Name You may attach additional pages if more space is needed		SSN Birth date		Relationship stepchild, lega dependent of r dependent)		ward, $\overline{Q} \in \mathcal{B} \widehat{Z}$ physician o		Primary care physician or			
First	M.I.	La	nst			Dirtir date	Ğ G C	dependent of min dependent)		Tax	clinic
	Is any dependent listed here your or your spouse's grandchild? Yes No										



Name: Member II	D:				
4. Why are you making a change?					
Reason for application: Select a reason for enrolling or c	hanging y	our coverage or	health plan:		
It's Your Choice enrollment		-	·		
Eligible life event change Life event (e.g. marriage	e, divorce	etc.) :	Eve	ent date:	
New retiree					
Eligible move to a new service area (may only char	nge health	plan) Move dat	e:		
Death of dependent or subscriber	0	. ,			
Newly eligible for local annuitant health program (L	AHP) (you	are a new retire	e or turned ag	e 65 within the	e last 30 days)
Disability approval (<i>ETF use only</i>)	,		C		- /
Eligible life event changes, which allow you to make a cha marriage, divorce or guardianship.	nge outsic	le of the annual	IYC open enr	ollment, inclu	lde
State retirees with escrowed, accumulated sick leave conv					
enrollment, or after an eligible life event change. The reti information see the Sick Leave Credit Escrow Application					ge. For more
Visit etf.wi.gov for a Life Change Event Guide. You may be removing dependents, see section 3.	e required	to provide supp	orting docume	entation. If ac	lding or
5. Choose an It's Your Choice (IYC) Plan Design					
Compare factors like monthly payments, coverage levels a	and out-of-	network benefits	availability.		
Retirees with Medicare:		Retirees with	out Medicare		
Medicare Advantage		🗌 IYC hea	alth plan		
(Your health plan will be UnitedHealthcare [®] . Skip section ((You mu	st select a hea	lth plan in sect	ion 6.)
Note: You may only select Medicare Advantage if ev covered by your health insurance is enrolled in Parts		Access (Your he	Plan alth plan will be	e WEA Trust. S	Skip section 6.)
Medicare Plus (Your health plan will be WEA Trust. Skip section 6.)			eductible Hea st select a heal		
Health Plan Medicare Access			High Deducti alth plan will be		
Individual or family coverage? 🔲 Individual 🔲 Fami	ly				
With or without dental? With dental Without de	ental				
Local Wisconsin Public Employer (WPE) retirees: You ma offers it. Check with ETF if you are not sure.		oose Uniform De	ental Benefits	if your forme	r employer
State retirees: If you elect the High Deductible Health Plan savings account (HSA). You are not eligible if you have f coverage. Dependents can have other coverage, and yo	Medicare,	other health and	d/or flexible sp		
Local WPE retirees: You may only choose an HDHP if you				ith ETE if you	are not sure
Local WFE retirees. Tou may only choose an fibrir if you		s employer offere			are not sure.
6. Choose a Health Plan All health plans provide the sa work, see health plan performance ratings and consider the			oose a plan ba	ased on where	e you live or
Enter the complete health plan name here. See your It's Your Choice materials for your options.					
7. Complete if you or any of your Dependents are	Covered	hy Medicare	Complete for	all persons co	wered by
Medicare, including yourself. Eligibility reasons include age, o			•	•	verea by
Name (first, m.i., last)	Medicare		Part A	Part B	Why eligible?
	ivieuicaie	number	effective date	effective date	
					 ☐ Age ☐ Disability ☐ ESRD
					☐ Age☐ Disability
					ESRD Age
					 ☐ Age ☐ Disability ☐ ESRD
					🗆 Age
					Disability ESRD

Member ID:

8. Cancel Health Insurance Coverage *You may be required to provide supporting documentation					
Choose one reason for canceling coverage:	It's Your Choice enrollment				
	Retiree sick leave depleted. Effective coverage end date:				
	I and all eligible dependents are now eligible for, and enrolled in, other coverage* – Event date:				
	Spouse-to-spouse transfer – Event date:				
	COBRA only: My employee premium share has increased significantly				

9. Complete if you Have Additional Health Insurance/Coverage

Do you or any of your dependents have other medical coverage or health care flexible spending account coverage that has a balance available as of the effective date of this coverage? (excludes dental or vision) \square Yes \square No If yes:					
Company	Policy number	Group number			
Name(s) of insured (first, m.i., last)					

10. Signature Required

By signing this application, I apply for the insurance under the indicated health insurance contract made available to me through the State of Wisconsin and I have read and agreed to the Terms and Conditions (see page 4). A copy of this application is considered as valid as the original. In addition, to the best of my knowledge, all statements and answers in this application are complete and true. Providing false information is punishable under Wis. Stat. § 943.395. Additional documentation may be required by ETF at any time to verify eligibility. Signature

Date

ETF Completes						
EIN		D۸		Received date		
000001						
Group number	Employee type	Coverage type		Health plan name/su	ffix	
		🗌 Individua	I 🗌 Family			
Event date			Prospective co	verage date		
Employer Communications Center Date processed						
1-877-533-5020 608-266-3285						

Name:

Terms and Conditions

To the best of my knowledge, all statements and answers in this application are complete and true. I understand that if I provide false or fraudulent information, misrepresentation or fail to provide complete or timely information on this application, I may face action, including, but not limited to, loss of coverage, employment action, and/or criminal charges/sanctions under Wis. Stat. § 943.395.

I authorize the Department of Employee Trust Funds to obtain any information from any source necessary to administer this insurance.

I agree to pay in advance the current premium for this insurance, and I authorize my employer (the remitting agent) to deduct from my wages or salary an amount sufficient to provide for regular premium payments that are not otherwise contributed. The remitting agent shall send the premium on my behalf to ETF.

I understand that eligibility for benefits may be conditioned upon my willingness to provide written authorization permitting my health plan and/or ETF to obtain medical records from health care providers who have treated me or any dependent(s). If medical records are needed, my health plan and/or ETF will provide me with an authorization form. I agree to respond to questions from health plans and ETF, including, but not limited to, audits, in a timely manner.

I have reviewed and understand the eligibility criteria for dependents under this coverage and affirm that all listed dependents are eligible. I understand that children may be covered through the end of the month they turn 26. Children may also be covered beyond age 26 if they: have a disability of long standing duration, are dependent on me or the other parent for at least 50% of support and maintenance, and are incapable of self-support; or are full-time students and were called to federal active duty when they were under the age of 27 years and while they were attending, on a full-time basis, an institution of higher education.

I understand that it is my responsibility to notify the employer, or if I am a retiree or continuant to notify ETF, if there is a change affecting my coverage, including but not limited to, a change in eligibility due to divorce, marriage or an address change due to a residential move. Furthermore, failure to provide timely notice may result in loss of coverage, delay in payment of claims, loss of continuation rights and/or liability for claims paid in error. Upon request, I agree to provide any documentation that ETF deems necessary to substantiate my eligibility or that of my dependent(s). I understand that if there is a qualifying event in which a qualified beneficiary (me or any dependent(s)) ceases to be covered under this program, the beneficiary(ies) may elect to continue group coverage as permitted by state or federal law for a maximum of 18, 29, or 36 months, depending on the type of qualifying event, from the date of the qualifying event or the date of the notice from my employer, whichever is later. I also understand that if continuation coverage is elected by the affected qualified beneficiary(ies) and there is a second qualifying event (i.e., loss of eligibility for coverage due to death, divorce, marriage but not including nonpayment of premium) or a change in disability status as determined by the Social Security Administration, continuation coverage, if elected subsequent to the second qualifying event, will not extend beyond the maximum of the initial months of continuation coverage. I understand that timely notification of these qualifying events must be made to ETF.

I understand that if I am declining enrollment for myself or my dependent(s) (including spouse) because of other health insurance coverage, I may be able to enroll myself and my dependent(s) in this plan if I or my dependent(s) lose eligibility for that other coverage (or if the employer stops contributing toward that other coverage). However, I must request enrollment within 30 days after my or my dependents' other coverage ends (or after the employer stops contributing toward the other coverage). In addition, if I have (a) new dependent(s) as a result of marriage, birth, acknowledgement of paternity, adoption, or placement for adoption. I may be able to enroll myself and my dependent(s) if I request enrollment within 30 days after the marriage or within 60 days after the birth, acknowledgement of paternity, adoption, or placement for adoption. To request special enrollment or obtain more information, I should contact my employer (or ETF if I am a retiree or continuant).

I understand that I am responsible for enrolling in Medicare Parts A and B when I am first eligible and required by this coverage, and that as the subscriber I am responsible for ensuring my spouse and any other eligible dependents also enroll in Medicare Parts A and B when they are first eligible, to ensure proper coordination of benefits with Medicare. In the event I or any eligible dependent does not enroll in Medicare Parts A and B when first eligible and required by this group health insurance program, I understand that I will be financially liable for the portion of claims Medicare would have paid had proper Medicare enrollment been attained.

I understand that if I enrolled in Medicare Advantage with an individual or family contract and subsequently I or my dependents cancel Medicare coverage, I and all covered dependents on the contract will be unenrolled from the Medicare Advantage plan and enrolled in the IYC Medicare Plus plan effective the date of loss of Medicare coverage. I understand that I will be financially liable for the portion of claims Medicare would have paid had proper Medicare enrollment been attained.

I agree to abide by the terms of my benefit plan, as explained in any written materials I receive from ETF or my health plan, including, without limitation, the It's Your Choice materials.



Documentation Requirements

Reason for Change or Enrollment	Type of Documentation
*Adoption	Recorded copy of court order granting adoption or letter of placement for adoption.
*Cancel coverage/remove adult dependent due to enrollment in other health insurance coverage	Copy of medical ID card or letter from health plan indicating effective date of other coverage. Must be received within 30 days of enrollment in other coverage.
*Death	Original death certificate.
*Disabled, age 26+	Copy of letter from health plan approving disabled status.
*Divorce (Family coverage remains in place when more dependents than spouse/stepchildren covered.)	Copy of <i>Continuation-Conversion Notice</i> (ET-2311) sent to ex-spouse of the subscriber. (ETF may request copy of divorce decree from clerk of courts showing date of entry of divorce if needed per the Terms and Conditions.)
*Eligible and enrolled in Medicare	Copy of Medicare card and <i>Medicare Eligibility Statement</i> (ET-4307). (Note : If you are on COBRA Continuation and the subscriber or dependents become Medicare eligible after the COBRA effective date, subscriber or dependent is no longer eligible to continue on COBRA.)
*Legal change of name (other than due to marriage or divorce)	Copy of court order.
*Legal ward	Court Order (Letters of Guardianship) granting permanent guardianship of person.
*Loss of other coverage or loss of employer contribution to premiums (applies to member and dependents)	 The following items on letterhead from the previous insurer or former employer, dated and issued after termination of coverage. Materials providing prospective termination dates are not acceptable. 1. Who was covered (must list the name of the member who is requesting this special, late enrollment) 2. Name of Health Insurer 3. Subscriber name 4. Date coverage was terminated 5. Reason for the cancellation (that is voluntary such as due to non-payment of premium vs. involuntary such as due to job loss). COBRA notice is acceptable if the coverage end date, covered individuals and health plan are indicated. If loss of employer premium contributions, letter from employer indicating they no longer contribute toward their employee's premium.
*National Medical Support Notice	Copy of National Medical Support Notice.
*Paternity	Court order declaring paternity, Voluntary Paternity Acknowledgement filed with DHS or birth certificate.
*Social Security number change	Copy of card or letter from Social Security Administration.
*State retiree re-enroll	Same as loss of other coverage and a <i>Sick Leave Re-enrollment Application</i> (ET-4317). During It's Your Choice, no documentation required.
Birth	Birth certificate required for single parent. (ETF may request documentation for married couples per the Terms and Conditions.)
Change of address/telephone	No documents required but ETF may request per the Terms and Conditions.
Divorce (family to individual)	No documents required but ETF may request per the Terms and Conditions.
Marriage	ETF may request original or certified copy of marriage certificate per the Terms and Conditions.

*Documentation required/must be submitted to ETF.



Discrimination is Against the Law 45 C.F.R. § 92.8(b)(1) and (d)(1)

The Wisconsin Department of Employee Trust Funds complies with applicable federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability or sex. ETF does not exclude people or treat them differently because of race, color, national origin, age, disability or sex.

ETF provides free aids and services to people with disabilities to communicate effectively with us, such as qualified sign language interpreters and written information in other formats. ETF provides free language services to people whose primary language is not English, such as qualified interpreters and information written in other languages. If you need these services, contact ETF's Compliance Officer, who serves as ETF's Civil Rights Coordinator.

If you believe that ETF has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability or sex, you can file a grievance with: Compliance Officer, Department of Employee Trust Funds, P.O. Box 7931, Madison, WI 53707-7931; 1-877-533-5020; TTY: 711; Fax: 608-267-4549; Email: ETFSMBPrivacyOfficer@etf.wi.gov. If you need help filing a grievance, ETF's Compliance Officer is available to help you.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at https://ocrportal.hhs.gov/ocr/portal/lobby.jsf, or by mail or phone at: U.S. Department of Health and Human Services, 200 Independence Avenue, SW, Room 509F, HHH Building, Washington, D.C. 20201; 1-800-368-1019; TDD: 1-800-537-7697. Complaint forms are available at www.hhs.gov/ocr/office/file/index.html.

Spanish: ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-877-533-5020 (TTY: 711).

Hmong: LUS CEEV: Yog tias koj hais lus Hmoob, cov kev pab txog lus, muaj kev pab dawb rau koj. Hu rau 1-877-533-5020 (TTY: 711).

Chinese: 注意:如果您使用繁體中文,您可以免費獲得語言援助服務。請致電 1-877-533-5020 (TTY:711)

German: ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: 1-877-533-5020 (TTY: 711).

Arabic:

ملاحظة: إذا كنت تتحدث اللغة العربية، فهناك خدمة مساعدة متاحة بلغتك دون أي مصاريف: اتصل بالرقم 5020-533-871 (خدمة الصم والبكم: 711)

Russian: ВНИМАНИЕ: Если вы говорите на русском языке, то вам доступны бесплатные услуги перевода. Звоните 1-877-533-5020 (телетайп: 711).

Korean: 주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 1-877-533-5020 (TTY: 711)번으로 전화해 주십시오.

Vietnamese: CHÚ Ý: Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số 1-877-533-5020 (TTY: 711).

Pennsylvania Dutch: Wann du [Deitsch (Pennsylvania German / Dutch)] schwetzscht, kannscht du mitaus Koschte ebber gricke, ass dihr helft mit die englisch Schprooch. Ruf selli Nummer uff: Call 1-877-533-5020 (TTY: 711).

Laotian/Lao: ໂປດຊາບ: ຖ້າວ່າ ທ່ານເວົ້າພາສາ ລາວ, ການບໍລິການຊ່ວຍເຫຼືອດ້ານພາສາ, ໂດຍບໍ່ເສັງຄ່າ, ແມ່ນມີພ້ອມໃຫ້ທ່ານ. ໂທຣ 1-877-533-5020 (TTY: 711).

French: ATTENTION : Si vous parlez français, des services d'aide linguistique vous sont proposés gratuitement. Appelez le 1-877-533-5020 (ATS : 711).

Polish: UWAGA: Jeżeli mówisz po polsku, możesz skorzystać z bezpłatnej pomocy językowej. Zadzwoń pod numer 1-877-533-5020 (TTY: 711).

Hindi: ध्यान दें: यदि आप हिदी बोलते हैं तो आपके लिए मुफ्त में भाषा सहायता सेवाएं उपलब्ध हैं। 1-877-533-5020 (TTY: 711) पर कॉल करें।

Albanian: KUJDES: Nëse flitni shqip, për ju ka në dispozicion shërbime të asistencës gjuhësore, pa pagesë. Telefononi në 1-877-533-5020 (TTY: 711).

Tagalog: PAUNAWA: Kung nagsasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong sa wika nang walang bayad. Tumawag sa 1-877-533-5020 (TTY: 711).



Health Plan Contact Information

Dean Health Insurance 1277 Deming Way Madison, WI 53717 Telephone: 1-800-279-1301 Fax: 608-827-4212 Dean On Call: 1-800-576-8773 Website: deancare.com/wi-employees

Dean Health Insurance-Prevea360 Health Plan P.O. Box 28467 Green Bay, WI 54324-0467 Telephone: 1-877-230-7555 Prevea Care After Hours: 1-888-277-3832 Website: prevea360.com/wi-employees

Group Health Cooperative of Eau Claire (GHC-EC) P.O. Box 3217 Eau Claire, WI 54702 Telephone: 1-888-203-7770, 715-552-4300 Fax: 715-552-3500 Website: group-health.com

Group Health Cooperative of South Central Wisconsin (GHC-SCW) 1265 John Q. Hammons Drive P.O. Box 44971 Madison, WI 53717-4971 Telephone: 1-800-605-4327, 608-828-4853 Fax: 608-662-4186 Website: ghcscw.com

HealthPartners Health Plan P.O. Box 1309 Minneapolis, MN 55440-1309 Telephone: 1-855-542-6922, 952-883-5000 Fax: 952-883-5666 Website: healthpartners.com/stateofwis

Medical Associates Health Plans 1605 Associates Drive, Suite 101 Dubuque, IA 52002 Telephone: 1-866-821-3992 Fax: 563-584-4760 Website: mahealthplans.com

MercyCare Health Plans 580 N. Washington Street P.O. Box 550 Janesville, WI 53547-0550 Telephone: 1-800-895-2421 option 5 Fax: 608-752-3751 Website: mercycarehealthplans.com Navitus Health Solutions P.O. Box 999 Appleton, WI 54912-0999 Telephone: 1-866-333-2757 Website: www.navitus.com

Navitus MedicareRx (PDP) (Prescription drug coverage for Medicare eligible retirees) P.O. Box 1039 Appleton, WI 54912-1039 Telephone: 1-866-270-3877 Website: medicarerx.navitus.com

Network Health 1570 Midway Place P.O. Box 120 Menasha, WI 54952 Telephone: 1-844-625-2208, 920-720-1811 Fax: 920-720-1909 Website: networkhealth.com

Quartz 840 Carolina Street Sauk City, WI 53583-1374 Telephone: 1-844-644-3455 Fax: 608-643-2564 Website: ChooseQuartz.com

Robin with HealthPartners Health Plan P.O. Box 1309 Minneapolis, MN 55440-1309 Telephone: 1-855-542-6922, 952-883-5000 Fax: 952-883-5666 Website: healthpartners.com/etfrobin

Security Health Plan 1515 North Saint Joseph Avenue P.O. Box 8000 Marshfield, WI 54449-8000 Telephone: 1-844-813-7286, 715-221-9555 Fax: 715-221-9500 Website: securityhealth.org/state

UnitedHealthcare P.O. Box 29675 Hot Springs, AR 71903-9675 Telephone: 1-844-876-6175 Website: UHCRetiree.com/etf

WEA Trust 45 Nob Hill Road Madison, WI 53703-3959 Telephone: 1-866-485-0630 Fax: 608-276-9119 Website: weatruststate.com



Frequently asked questions about the new plan design for 2019, Medicare Advantage

See the It's Your Choice materials for complete details.

1. Who will administer the It's Your Choice Medicare Advantage plan?

The Group Insurance Board selected UnitedHealthcare to administer the It's Your Choice Medicare Advantage plan, a new plan option under the State of Wisconsin Group Health Insurance Program.

2. What is the difference between ETF's Medicare Advantage plan and an individual Medicare Advantage plan (that I can get somewhere else on my own)?

ETF's Medicare Advantage Plan is a group insurance plan; most plans that are advertised on TV or in magazines are individual plans. Group insurance plans are purchased by an organization on behalf of a group. Individual plans are purchased by individuals for themselves or their family, either through an insurance company or a broker. With a group Medicare Advantage plan, the state can negotiate plan enhancements that are not available via individual Medicare Advantage plans. For example, a group Medicare Advantage plan offered through ETF would not be subject to the prescription drug coverage gap, otherwise known as the "donut hole." The It's Your Choice Medicare Advantage plan will provide the Uniform Benefits, set by the Group Insurance Board each year. The prescription drug benefits will continue to be offered through Navitus.

3. How will ETF's Medicare Advantage plan be different from the other options offered through the group health insurance program?

The It's Your Choice Medicare Advantage plan will cover the same uniform set of benefits as most of the other Medicare-coordinated plans ETF offers. However, UnitedHealthcare will offer some specialized services such as optional in-home preventive visits and SilverSneakers, a gym membership program.

4. How can I determine if my health care provider is covered by this plan?

The It's Your Choice Medicare Advantage plan is a "passive" Preferred Provider Organization, or PPO, meaning you are not restricted to using network doctors, hospitals and other health care providers. You can see any provider that accepts Medicare and is willing to treat you and bill UnitedHealthcare. For services covered by the group health insurance program, you can continue to see your doctors if they have not opted out of Medicare and agree to see you. Both nationally and in Wisconsin, less than 1% of providers have opted out of Medicare.

5. Does this plan include prescription drug coverage?

Your prescription drug coverage will continue to be provided by Navitus.

- 6. What happens if an individual retires but is not age 65 or otherwise eligible for Medicare? A retiring individual who is not eligible for Medicare will stay on his or her current plan. When the retiree turns 65 or otherwise becomes eligible for Medicare, he or she will move to the Medicare version of the plan they are currently enrolled in. A participant can change plans during the annual It's Your Choice open enrollment period each fall.
- 7. What happens when a retiree turns 65 and becomes eligible for Medicare but dependent(s) remain under age 65?

When a retiree turns 65 and becomes eligible for Medicare, he or she will move to the Medicare version of the plan they are currently enrolled in. The retiree's existing coverage will remain the same for any dependent under age 65 until he or she becomes eligible for Medicare.

Note: ETF members are only eligible for an It's Your Choice Medicare Advantage plan if *all* members on the family plan are enrolled in Medicare Parts A and B.

