



Tennessee Employee Enrollment/Change of Coverage Form

(for groups with 2-50 employees)

Employee Social Security Number:
Group Number: <i>(Existing CIGNA member)</i>

Instructions: You, the employee, must complete this enrollment form in full to avoid a delay in processing. You are solely responsible for its accuracy and completeness. **If waiving coverage, please complete Sections 1 and 4 only.**

SECTION 1 – Employee/Employer Information

Employee Name:		Employer Name / Location:		Date of Hire:	
Employee Street Address, City, State and ZIP Code:		Employee Mailing Address, City, State and ZIP Code:		Home Phone No.	
				Work Phone No:	
Employment Status: <input type="checkbox"/> Full-Time <input type="checkbox"/> Temporary <input type="checkbox"/> Other <input type="checkbox"/> Part-Time <input type="checkbox"/> Seasonal		# Hours Worked Per Week:	# Enrolling (including self):	Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Single	Proposed Effective Date:
Reason for Application: <input type="checkbox"/> New Group Enrollment <input type="checkbox"/> Rehire <input type="checkbox"/> New Hire <input type="checkbox"/> Change of Address <input type="checkbox"/> Late Enrollee <input type="checkbox"/> Name Change Only <input type="checkbox"/> Change of Coverage (existing insured only) <input type="checkbox"/> Add Dependents (Spouse/Dependent Child) <input type="checkbox"/> COBRA or State Cont Enrollment			COBRA or State Continuation Original Qualifying Event Date: Reason: Length of Continuation: <input type="checkbox"/> 18 months <input type="checkbox"/> 36 months <input type="checkbox"/> Other ____ months		

SECTION 2 – Plan Selection – Please indicate the plan and option your employer offers in which you are enrolling. Note: You can only enroll in a plan your employer has selected to offer your group.

Open Access Plans <input type="checkbox"/> Open Access 500 <input type="checkbox"/> Open Access 1000 <input type="checkbox"/> Open Access 1500 <input type="checkbox"/> Open Access 2000	Health Savings Plans <input type="checkbox"/> Health Savings 2000 <input type="checkbox"/> Health Savings 2500 <input type="checkbox"/> Health Savings 5000	State Designed Plans (only applicable to groups with 3-25 eligible employees) <input type="checkbox"/> State Designed Basic Indemnity <input type="checkbox"/> State Designed Standard Indemnity <input type="checkbox"/> State Designed Basic OAP <input type="checkbox"/> State Designed Standard OAP
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SECTION 3 – Complete for All Individuals to Be Covered (dependent children are covered up to age 24)

Last Name	First Name	Sex M/F	Social Security Number	Date of Birth mm/dd/yyyy	Height; Ft./In.	Weight Lbs.	Disabled	Name of Primary Care Physician (PCP) for OAP Plans (Optional)	Current Patient?
Self:							<input type="checkbox"/> Yes		<input type="checkbox"/> Yes
Spouse:							<input type="checkbox"/> Yes		<input type="checkbox"/> Yes
Child:							<input type="checkbox"/> Yes		<input type="checkbox"/> Yes
Child:							<input type="checkbox"/> Yes		<input type="checkbox"/> Yes
Child:							<input type="checkbox"/> Yes		<input type="checkbox"/> Yes

SECTION 4 – Waiver of Coverage – Only complete if waiving coverage for any reason.

I understand that I am eligible for the coverage being offered. However, I and/or the dependents listed below voluntarily waive the coverage. If coverage is waived, I am also stating the reasons why I/we are waiving coverage. (Please list names and indicate reasons below.)		
<input type="checkbox"/> Employee: <input type="checkbox"/> Spouse: <input type="checkbox"/> Child(ren):	<input type="checkbox"/> Med <input type="checkbox"/> Med <input type="checkbox"/> Med	Reason for waiving coverage: <input type="checkbox"/> Covered by Spouse's group coverage Provide Carrier Name and proof of other coverage: _____ <input type="checkbox"/> Enrolled in other Non-Group coverage: <input type="checkbox"/> Medicare <input type="checkbox"/> Retiree <input type="checkbox"/> Military <input type="checkbox"/> COBRA <input type="checkbox"/> State Continuation <input type="checkbox"/> Individual Private Insurance <input type="checkbox"/> Other, list other Insurance Company Name: _____ <input type="checkbox"/> Other reason for waiving coverage: _____
By waiving this coverage, I acknowledge that myself and/or dependent(s) may have to wait to enroll until the plan's next renewal date. Pre-Existing waiting periods and limitations may apply at the time of a future enrollment.		
Sign here <u>only</u> if you are waiving coverage for yourself and/or dependents:		Date:

SECTION 5 – Medical Questions – (for groups enrolling less than 26 eligible employees)

Health Questionnaire for all individuals enrolling (this includes employees, dependents and individuals on Cobra or State Continuation).

For any “Yes” answers in this section, details must be provided in Section (6) in order to process application.

Has any individual listed on this enrollment form in the last 5 years (or other period specified in the question) seen a healthcare provider(s), received treatment, been recommended treatment, been hospitalized, had diagnostic tests, taken or been recommended to take prescription medications, for any of the following conditions:

5.1.	Eyes, Ears, Nose, Throat: Chronic Ear Infections, Cleft Lip/Palate, Chronic Sinusitis, Acoustic Neuroma, Glaucoma, Cataracts, Retinopathy <u>or any other condition not listed here.</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.2.	Endocrine/Hormonal: Addison’s, Adrenal Disorders, Diabetes, Gaucher’s, Thyroid Disorders, Cushing’s, Pituitary Disorders, Menopause, <u>or any other condition not listed here.</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.3.	Heart/Circulatory: Anemia, Aneurysm, Congestive Heart Failure, Heart Attack, Coronary Artery Disease, Hemophilia, High Blood Pressure, High Cholesterol/Lipids, Irregular Heartbeat, Pace Maker, Stroke, Valve Conditions, Heart Murmur, <u>or any other condition not listed here.</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.4.	Gastro-Intestinal/Liver: Crohn’s Disease, Colon Disorder, Cirrhosis of the Liver, Hepatitis, Gallbladder, Hernia, Esophagitis, Gastric Reflux, Ulcer, Colitis, Irritable Bowel, Gastric Bypass, Pancreatitis, Chronic Diarrhea, Obesity, <u>or any other condition not listed here.</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.5.	Genito-Urinary: Kidney Stones, Bladder Disorder, Urinary Tract Infection, Kidney Disorder, Renal Failure, Neurogenic Bladder, Polycystic Kidney, Prostate Disorder, Erectile Dysfunction, Cystocele/Rectocele, Uterine Prolapse, Uterine Fibroid, Polycystic Ovaries, Endometriosis, <u>or any other condition not listed here.</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.6.	HIV/AIDS/ARC: Have you or any of your eligible dependents received treatment or been diagnosed by a Physician or Healthcare Provider with any of the following conditions: Acquired Immune Deficiency Syndrome (AIDS), AIDS Related Complex (ARC) or HIV?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.7.	Lungs/Respiratory: Asthma/Allergies, Bronchitis, Pneumonia, COPD, Emphysema, Sleep Apnea, Tuberculosis, Pneumothorax, Cystic Fibrosis <u>or any other condition not listed here.</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.8.	Neurologic/Mental: ADD/Hyperactivity, Alzheimer’s Disease, Anxiety, Depression, Bipolar Disorder, Drug/Alcohol Abuse, Epilepsy/Seizures, Chronic Fatigue, Mental Retardation, Multiple Sclerosis, Cerebral Palsy, Polio, Paralysis, Hemiplegia, Spinal or Brain Trauma, Parkinson’s Disease <u>or any other condition not listed here.</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.9.	Muscular/Skeletal: Arthritis, Joint/Bone Disorders, Fractures, Disc Disorders, Lupus, Muscular Dystrophy, Neck/Back Disorders, Fibromyalgia, <u>or any other condition not listed here.</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.10.	Miscellaneous: Acne, Psoriasis, Congenital Birth Defects, Burns, Eating Disorders, Sexually Transmitted Diseases.	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.11.	Has anyone listed on this enrollment form received or been recommended to receive Fertility or Infertility treatment or any method of Assisted Reproductive Therapy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.12.	Is anyone listed on this enrollment form currently on a list to receive or donate an organ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.13. a.	Is any female to be covered currently pregnant? If “yes,” what is the due date? _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
b.	Have there been any complications thus far?	<input type="checkbox"/> Yes <input type="checkbox"/> No
c.	Is a normal delivery expected?	<input type="checkbox"/> Yes <input type="checkbox"/> No
d.	Are multiple births expected?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.14.	If you are a male listed on this enrollment form, are you expecting a child with anyone, even if the mother is not listed on this enrollment form? If yes, provide due date: _____.	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.15.	Does anyone listed on this enrollment form use any form of tobacco products? If yes: Name: _____ Quantity: _____ If quit: Date: _____ If yes: Name: _____ Quantity: _____ If quit: Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.16.	Has anyone listed on this enrollment form received Workers’ Compensation benefits within the last 12 months, if so provide details?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.17.	Has anyone listed on this enrollment form received treatment or been recommended treatment for any other condition not mentioned on this enrollment form?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.18.	Has anyone listed on this enrollment form been advised to see a specialist, or have diagnostic testing or surgery which has not yet been done?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.19.	Has anyone on this enrollment form been diagnosed with any <u>type of cancer or tumor</u> within the last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION 6 – Health History Details – For all “Yes” answers provided in Section 5, provide full details below. If additional room is needed to provide details, attach a separate sheet of paper. Sign and date the additional sheet. Note: Incomplete answers may affect the final underwriting decision.

Name of Enrollee	Question Number	Name of Condition	Onset Date	Type of Treatment Received or Recommended	Treatment End Date	Name of Medication Prescribed	Dosage	Medication End Date or Ongoing

For any instance of High Blood Pressure or High Cholesterol, please provide latest lab values and/or Blood Pressure readings.

Name of Enrollee:	BP Reading: / Last date taken:	Cholesterol Levels: Total: _____ Triglycerides: _____ HDL: _____ LDL: _____	Name of Enrollee:	BP Reading: / Last date taken:	Cholesterol Levels: Total: _____ Triglycerides: _____ HDL: _____ LDL: _____
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SECTION 7 – Other Coverage – Non completion of this section and failure to provide Proof of Prior Coverage may subject you and/or an enrolling family member to Pre-Existing waiting periods and limitations.

Does anyone enrolling on this form have current or prior coverage? <input type="checkbox"/> Yes <input type="checkbox"/> No If answered “Yes,” complete section below and provide Proof of Prior Coverage.					
Name:	Prior or Current Insurance Company Name:	Start Date:	End Date:	Currently On Medicare: <input type="checkbox"/> Yes <input type="checkbox"/> No If under age 65 and answered yes, please indicate reason.	List which part of Medicare (Parts A, B, D):

SECTION 8 – Dependent Information

<input type="checkbox"/> Does any dependent listed in Section 3 live at another address? <input type="checkbox"/> Yes <input type="checkbox"/> No If answered “Yes,” who and at what address: _____ <input type="checkbox"/> If any dependent’s last name differs from yours, explain the circumstances: _____
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SECTION 9 – Authorization

■ **Authorization to release medical records.** I authorize CIGNA to request my and/or my dependents’ (those who are applying for coverage under this enrollment form) medical records, any prescribed medication history, and any other medical or pharmaceutical information to process my enrollment form. I authorize any health care provider, including hospitals, physicians, clinics, labs, pharmacies, pharmacy benefit managers or any other healthcare organizations or healthcare professionals that provided treatment or any other service to me and/or any of my dependents applying for coverage under this enrollment form to disclose to CIGNA the information required by CIGNA and described above. This authorization becomes effective immediately and shall remain in effect as long as necessary to permit evaluation of this application. I further agree that I or my dependents will sign any additional authorization form that may be required for release of such information.

■ **Acknowledgment of key terms.** In completing this Application, I agree to the following for myself and all eligible dependents:

1. That any hospital, physician or other provider may furnish CIGNA medical information that may be required to conduct a utilization review program of health services, and to coordinate benefits and/or reimbursements with other health or insurance programs.
2. That all information furnished by me is true and complete to the best of my knowledge, and that I shall update the application with changes occurring between the date of this application and the first date of coverage, including new or changed medical conditions.
3. That any person who knowingly and with intent to defraud CIGNA or any other person files application for insurance or statement of claim containing any material false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act and may be subject to civil and criminal penalties.
4. That my employer’s application will determine coverage and that I will not receive coverage until both this application and the employer’s application have been accepted and approved by CIGNA.
5. That should I and my dependents be issued coverage, any dispute or claim shall be resolved according the grievance procedures contained in the Certificate of Coverage issued by CIGNA to enrollees.
6. That should I and my dependents be issued coverage, there may be a waiting period before pre-existing health conditions of me or my dependents are covered, as further explained in the Certificate of Coverage issued by CIGNA to enrollees.
7. That should I or my dependents be issued coverage and CIGNA provides health services that are the primary responsibility of Medicare, workers’ compensation coverage, automobile medical payment coverage, or other payments source CIGNA may be authorized by law to pursue, we shall inform CIGNA of the other source of payment and execute such documents and provide such assistance as may be necessary to enable CIGNA to recover the value of services provided, arranged or covered.
8. That I am entitled upon request to a copy of this application, including the authorizations and acknowledgements made by me herein.
9. If a social security number is not provided on this application, CIGNA will issue a CIGNA assigned identification number to identify our plan members. Risks associated with the use of an assigned identification number include the following:
 - a. The possibility exists that the assigned identification number may match another individual’s Social Security number or an assigned identification number issued by another company.
 - b. Use of an assigned identification number does not eliminate the possibility that another individual will access or misuse information related to that number.

Employee Signature:	Today’s Date:
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- Please keep a copy of this application for your records.
- NOTE: If there are any modifications to the statements and responses provided in this application (i.e. crossed out, white-out, erased information), the applicant must attest to the modifications by providing a complete signature in the margin near the modification.

“CIGNA” refers to various operating subsidiaries of CIGNA Corporation. Products and services are provided by these operating subsidiaries and not by CIGNA Corporation. These operating subsidiaries include Connecticut General Life Insurance Company, Tel-Drug, Inc. and its affiliates, CIGNA behavioral Health, Inc., Intracorp and HMO or service company subsidiaries of CIGNA Health Corporation and CIGNA Dental Health, Inc. The HMO or service company subsidiaries usually vary by state. For example, CIGNA HealthCare of Arizona, Inc. is an HMO providing services only in Arizona.