



Alternate Broker Renewal Process & Timelines – renewal date November 1, 2015

May	July	September	October	November 1 st
<ul style="list-style-type: none"> • Applications sent to providers for update • Providers send information to alternate broker if they wish to seek an alternate quote 	<ul style="list-style-type: none"> • Applications due by July 13, 2015 • Broker begins to solicit quotes from insurance marketplace for both streams 	<ul style="list-style-type: none"> • Program premium quote sent to providers by September 25, 2015 • Provider must submit alternate broker quote to HSC by September 25, 2015 	<ul style="list-style-type: none"> • Providers using an alternate broker must submit forms A & B by no later than October 6, 2015 • Providers must submit form C prior to November 1, 2015 • LHCs must submit form D within 30 days of renewal or inception of coverage 	<ul style="list-style-type: none"> • Insurance Renewal – Coverage Bound

Forms required:

- Form A - (Coverage Standards & Checklist)
- Form B - (Comparison of Insurance Premiums)
- Form C - (Intention to Obtain Alternate Coverage)
- Form D - (Decision to Obtain Alternate Coverage) - **for LHCs only**

Inquiries regarding the HSC Insurance Program or the Alternate Broker Process please contact:

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