

2024 SEBB School Board Member Election/Change




Use this form to enroll in SEBB School Board Member coverage. See the enclosed fact sheet for enrollment and first premium payment deadlines.

This form replaces all *School Board Member Election/Change* forms previously submitted. Complete the entire form, including the dependent section for any children you want to cover.

Inaccurate, incomplete, or illegible information may delay coverage. Type or print clearly in black ink and use all capital, block lettering in the spaces provided. Example: **J O H N**

All forms and documents are available at hca.wa.gov/employee-retiree-benefits/school-board-members-sebb under *Forms & publications*, or by calling 1-800-200-1004 (TRS: 711).

 Remember to read and sign Section 8.

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Subscriber

What district are you a board member of?

What are the dates of your board term?

Social Security number	to	Date of birth	Sex assigned at birth ¹
Last name			Male Female Gender identity ²
First name			Male Female X Middle initial Suffix
Phone number		Alternate phone number	
Street address			
Address line 2			
City			State
ZIP/Postal code		County	

¹ This field is required for health care services.

² Gender X means a gender that is not exclusively male or female. This field is optional and will be kept private to the extent allowable by law. To learn more, visit HCA's website at hca.wa.gov/gender-x

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Social Security number

Mailing address (if different from previous page)


Mailing address line 2

City

State

ZIP/Postal code

County

 You must report your new address to the SEBB Program **no later than 60 days** after you move. You can report it by using this form, sending a written request by mail, or sending a secure message (see "Form return" on page 14), or calling 1-800-200-1004 (TRS: 711).

Are you or any eligible dependents already enrolled in SEBB insurance coverage under another account?

Yes

No

Enroll in coverage


You will be enrolled in all SEBB health plan coverage, including SEBB medical, dental, and vision.

Terminate coverage

Your enrollment in SEBB medical, dental, and vision will all be terminated

Termination date

If terminating coverage, include reason:

 If you terminate coverage prior to the end of your elected term, you will not be eligible to enroll again in SEBB health plan coverage as a school board member unless you regain eligibility.

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Tobacco use premium surcharge

Response required if you are enrolling in medical coverage. The SEBB Program requires a \$25-per-account tobacco use premium surcharge in addition to your monthly medical premium if you or a dependent (age 13 or older) enrolled on your SEBB medical plan uses a tobacco product. Tobacco use is defined as any use of tobacco products within the past two months except for religious or ceremonial use. Tobacco products are any product made with or derived from tobacco that is intended for human consumption, including any component, part, or accessory of a tobacco product. This includes, but is not limited to, cigars, cigarettes, pipe tobacco, chewing tobacco, snuff, and other tobacco products. Tobacco products do not include e-cigarettes or United States Food and Drug Administration (FDA) approved quit aids such as over-the-counter nicotine replacement products, and prescription nicotine replacement products.

If a provider finds that ending tobacco use or participating in your medical plan's tobacco cessation program will negatively affect your or your dependent's health, see more information in the SEBB Program Administrative Policy 91-1 at hca.wa.gov/sebb-rules.

If you check Yes or do not check any boxes below, you will be charged the \$25 premium surcharge. The premium surcharge will not apply if you and any enrolled dependents who use tobacco products meet these requirements: Age 18 and older – enrolled in the free tobacco cessation program through your SEBB medical plan (visit HCA's website at hca.wa.gov/tobacco-free-sebb). Age 13 to 17 – accessed resources for teens at teen.smokefree.gov.

Does the tobacco use premium surcharge apply to you?

Yes, I am subject to the \$25 premium surcharge. I have used tobacco products in the past two months. (If this is a change to a previous attestation, submit the *SEBB Premium Surcharge Attestation Change* form.)

No, I am not subject to the \$25 premium surcharge. I have not used tobacco products in the past two months, or I have enrolled in the tobacco cessation resources noted above.

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Spouse or state-registered domestic partner (SRDP)

List an eligible spouse or SRDP you wish to enroll or remove from coverage. State-registered domestic partner is defined in WAC 182-31-020. Individuals in state-registered domestic partnerships are treated the same as legal spouses except when in conflict with federal law.

Your spouse or SRDP cannot be enrolled in two SEBB Program medical, dental, or vision accounts at the same time. If enrolling an SRDP, also submit a *PEBB Declaration of Tax Status* to indicate whether they qualify as a dependent for tax purposes. A health plan change is not allowed when adding an SRDP due to a special open enrollment event if they are not a tax dependent.

You must also provide proof of their eligibility within SEBB Program enrollment timelines, or they will not be enrolled. Timelines and a list of acceptable documents we will accept to prove eligibility are available on HCA's website at hca.wa.gov/sebb-continuation.

Relationship to subscriber.

Spouse: Date of marriage

SRDP: Date registered

Social Security number

Date of birth

Sex assigned at birth¹

Male Female

Last name

Gender identity²

Male Female X

First name

Middle initial Suffix

Phone number

Alternate phone number

Street address (if different from subscriber)

Address line 2

City

State

ZIP/Postal code

County

¹ This field is required for health care services.

² Gender X means a gender that is not exclusively male or female. This field is optional and will be kept private to the extent allowable by law. To learn more, visit HCA's website at hca.wa.gov/gender-x

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Subscriber's last name

Social Security number

Enroll in coverage


Your spouse/SRDP will be enrolled in SEBB medical, dental, and vision.

Terminate coverage

Your spouse/SRDP's enrollment in SEBB medical, dental, and vision will all be terminated.

Termination date

If terminating coverage, include reason:

 If removing a spouse due to divorce, attach a copy of the divorce decree. If removing an SRDP due to dissolution, attach a copy of the dissolution of state-registered domestic partnership.

Tobacco use premium surcharge

Response required if you are enrolling your spouse or SRDP. If you check Yes or do not check any boxes below, you will be charged the monthly \$25-per-account tobacco use premium surcharge in addition to your monthly medical premium.

Does the tobacco use premium surcharge apply to you?

Yes, I am subject to the \$25 premium surcharge. My spouse or SRDP has used tobacco products in the past two months. (If this is a change to a previous attestation, submit the *SEBB Premium Surcharge Attestation Change* form.)

No, I am not subject to the \$25 premium surcharge. My spouse or SRDP has not used tobacco products in the past two months or has enrolled in or accessed the tobacco cessation resources noted on page 3.

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Social Security number

Spouse or state-registered domestic partner (SRDP) coverage premium surcharge

Response required if you are enrolling your spouse or SRDP. The SEBB Program requires a \$50 premium surcharge, in addition to your monthly medical premium, if you enroll your spouse or SRDP in SEBB medical coverage and they have chosen not to enroll in another employer-based group medical coverage that is comparable to the Public Employees Benefits Board (PEBB) Program Uniform Medical Plan (UMP) Classic.


Answer these questions:

- | | | | |
|---|--|---|-----------------------------|
| 1 | Are you covering your spouse or SRDP in a SEBB medical plan under your account in 2024? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2 | Will they be eligible for medical coverage through their employer in 2024? (If they will not be employed in 2024, answer No.) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3 | Will their employer offer at least one medical plan that serves their county of residence in 2024? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4 | Have they chosen not to enroll in their employer's medical (including PEBB) coverage in 2024? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5 | Will the coverage offered by their employer in 2024 not be through the SEBB Program or a TRICARE plan?
• Answer Yes if their employer does not offer SEBB coverage or a TRICARE plan.
• Answer No if their employer offers SEBB coverage or a TRICARE plan. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6 | Will their share of the medical premium through their employer be less than \$117.81 per month in 2024? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

If you answered No to any of these questions, check No below. You will not be charged the surcharge.

If you answered Yes to all of these questions:

1. Ask your spouse or SRDP for the Summary of Benefits and Coverage (SBC) for all medical plans that:
 - a. Serve their county of residence.
 - b. Have a monthly premium of less than \$117.81 per month for the employee.
2. Use the SBC information to answer the questions in the *SEBB Spousal Plan Calculator* online tool. You will get a Yes or No response from the calculator. Enter this response below.

 If you check Yes or do not check any boxes, you will be charged the \$50 premium surcharge.


Does the spouse or SRDP coverage surcharge apply to you?

Check one:

Yes, I am subject to the \$50 premium surcharge. I completed the *SEBB Spousal Plan Calculator*.

No, I am not subject to the \$50 premium surcharge. If needed, I completed the *SEBB Spousal Plan Calculator*.

SEBB Program to help determine if premium surcharge applies. I am submitting a printed *SEBB Spousal Plan Calculator*. The SEBB Program will use it to help determine whether my spouse's or SRDP's employer-based group medical is comparable to UMP Classic and whether I am subject to this premium surcharge.

 The SEBB Spousal Plan Calculator is available at hca.wa.gov/sebb-continuation under *Surcharges*. To change your previous attestation, use *Benefits 24/7* or the *SEBB Premium Surcharge Attestation Change Form*.

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Dependents

List eligible dependents you wish to enroll or remove from coverage. Enrolled children must be eligible under SEBB Program rules. This includes children through the month of their 26th birthday regardless of marital status, student status, or eligibility for coverage under another plan and children age 26 or older with a disability.

Dependents cannot be enrolled in two SEBB medical, dental, or vision accounts at the same time. You must also provide proof of their eligibility within the SEBB Program's enrollment timelines, or they will not be enrolled. Timelines and a list of documents we will accept to prove eligibility are available on HCA's website at hca.wa.gov/sebb-continuation.

If enrolling a state-registered domestic partner's child, extended dependent, or other nonqualified tax dependent, attach a *Declaration of Tax Status* to indicate whether they qualify as a dependent for tax purposes. A health plan change is not allowed when adding an SRDP's child due to a special open enrollment event if they are not a tax dependent.

If enrolling an extended dependent, attach an *Extended Dependent Certification* form and a valid court order showing legal custody or guardianship.

If enrolling a child with a disability age 26 or older, also attach a *Certification of Child with a Disability*.


Relationship to subscriber

Child

Stepchild (not legally adopted)

Extended dependent (court order needed)

Child with a disability age 26 or older

 If adding two or more dependents, copy pages 7 to 8 and attach to this form.

Social Security number

Date of birth

Sex assigned at birth¹

Male

Female

Last name

Gender identity²

Male

Female

X

First name

Middle initial

Suffix

Street address (if different from subscriber)

Address line 2

City

State

ZIP/Postal code

County

¹ This field is required for health care services.

² Gender X means a gender that is not exclusively male or female. This field is optional and will be kept private to the extent allowable by law. To learn more, visit HCA's website at hca.wa.gov/gender-x

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Social Security number

Enroll in coverage

Your dependent will be enrolled in SEBB medical, dental, and vision.

Terminate coverage


Your dependent's enrollment in medical, dental, and vision will all be terminated.

Termination date

If terminating coverage, include reason:

Tobacco use premium surcharge

Response required if you are enrolling your dependent age 13 or older in medical coverage.

 If you check Yes or do not check any boxes, you will be charged the \$25-per account tobacco use premium surcharge in addition to your monthly medical premium.

Does the tobacco use premium surcharge apply to you?

Yes, I am subject to the \$25 premium surcharge. My dependent has used tobacco products in the past two months. (If this is a change to a previous attestation, submit the *SEBB Premium Surcharge Attestation Change* form.)

No, I am not subject to the \$25 premium surcharge. My dependent has not used tobacco products in the past two months or has enrolled in or accessed the tobacco cessation resources noted on page 3.

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Changes to an existing account

Are you making changes to an existing account?

Yes, If Yes, check all changes that apply in this section.

Date of event/change

No If No, continue to Section 5.

Changes you can make anytime

Name change

Address change

Terminate coverage for you or your enrolled dependents

Remove dependents from coverage. If removal is due to loss of eligibility (divorce, annulment dissolution, or dependent ceasing to be eligible as a child), the SEBB Program must receive this form **no later than 60 days** after the last day of the month the dependent loses eligibility. Coverage will be terminated the last day of the month of loss of eligibility. If applicable, provide your former dependent's new address:

Street address

Address line 2

City

State

ZIP/Postal code

Changes you can make during annual open enrollment

All changes become effective January 1 of the following year. Check the box next to the changes requested.

Add dependents

Remove dependents

Change medical plan

Change dental plan

Change vision plan

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Changes you can make if an event creates a special open enrollment (SOE)

The SEBB Program only allows changes outside of annual open enrollment when an event creates an SOE. The change must be allowed under the Internal Revenue Code and Treasury regulations and correspond to and be consistent with an SOE event for the subscriber, a dependent, or both.

The SEBB Program must receive this form and proof of the event **no later than 60 days** after the event occurs.

To enroll a newborn or child whom you, the subscriber, have adopted or have assumed a legal responsibility for support ahead of adoption, you should notify the SEBB Program by submitting the required forms as soon as possible to ensure timely payment of claims. If adding the child increases the premium, the required forms must be received **no later than 60 days** after the date of the birth or adoption or the date the legal responsibility for support is assumed ahead of adoption.

In most cases, the enrollment or change will be effective the first day of the month after the event date or the date the form is received, whichever is later.

Note: A health plan change is not allowed when adding an SRDP or their child if they are not a tax dependent.

Check the box next to the matching events below.

The following events allow a subscriber to add dependents or change medical, dental, or vision plans:

Child becomes eligible as an extended dependent through legal custody or legal guardianship. Also submit a SEBB Extended Dependent Certification and SEBB Declaration of Tax Status to indicate whether they qualify as a dependent for tax purposes, available at hca.wa.gov/sebb-continuation.

Subscriber or dependent loses other coverage under a group health plan or through health insurance coverage, as defined by the Health Insurance Portability and Accountability Act (HIPAA).

Subscriber has a change in employment status that affects their eligibility for the employer contribution toward their employer-based group health plan.

Subscriber's dependent has a change in their own employment status that affects their eligibility or their dependent's eligibility for their employer contribution under their employer-based group health plan.

A court order requires the subscriber or any other individual to provide insurance coverage for an eligible dependent of the subscriber.

Subscriber or dependent enrolls in or loses eligibility for coverage under Medicaid or a state Children's Health Insurance Program (CHIP).

Subscriber or dependent becomes eligible for a state premium assistance subsidy for SEBB health plan coverage from Medicaid or CHIP.

Marriage, registering a state-registered domestic partnership as defined by Washington Administrative Code (WAC) 182-31-020, birth, adoption, or assuming a legal obligation for total or partial support in anticipation of adoption. You must also submit a SEBB Declaration of Tax Status if adding an SRDP or their child to indicate whether the dependent qualifies as a dependent for tax purposes.

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The following events allow a subscriber to add dependents:

Subscriber or dependent has a change in enrollment under another employer-based group health plan during its annual open enrollment that does not align with the SEBB Program's annual open enrollment.

Subscriber's dependent moves from another country to the United States, or from the U.S. to another country, and the move resulted in the dependent losing their health insurance.

Subscriber's dependent loses eligibility for Medicare.

The following events allow a subscriber to change medical, dental, or vision plans:

Subscriber or dependent has a change in residence that affects health plan availability. **Note:** If the subscriber's current dental plan does not have available providers within 50 miles of the subscriber or the dependent's new residence, the subscriber may select a new dental plan.

Subscriber or dependent experiences a disruption of care for active and ongoing treatment that could function as a reduction in benefits for the subscriber or their dependent (requires approval by the SEBB Program).

Subscriber or dependent's current medical plan becomes unavailable because the subscriber or enrolled dependent is no longer eligible for a health savings account.

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Medical plan selection

Choose one medical plan.

**Kaiser Foundation Health Plan of the Northwest¹
(Kaiser Permanente NW)**

- Kaiser Permanente NW 1²
- Kaiser Permanente NW 2^{2,3}
- Kaiser Permanente NW 3²

**Kaiser Foundation Health Plan of Washington
(Kaiser Permanente WA)**

- Kaiser Permanente WA Core 1
- Kaiser Permanente WA Core 2
- Kaiser Permanente WA Core 3
- Kaiser Permanente WA SoundChoice

**Kaiser Foundation Health Plan of Washington, Options, Inc.
(Kaiser Permanente WA Options)**

- Kaiser Permanente WA Options Summit PPO 1
- Kaiser Permanente WA Options Summit PPO 2
- Kaiser Permanente WA Options Summit PPO 3

Premera Blue Cross

- Premera High PPO
- Premera Standard PPO
- Premera HMO

Uniform Medical Plan, administered by Regence BlueShield and Washington State Rx Services

- UMP Achieve 1
- UMP Achieve 2
- UMP High Deductible
- UMP Plus–Puget Sound High Value Network
- UMP Plus–UW Medicine Accountable Care Network

1. These plans have specific service areas. You must live or work in the medical plan’s service area to join the plan. All School Board members will be offered a choice of plans based on their county of residence or the county the school district or educational service district they represent is located. If the district that you represent crosses county lines, you will want to identify all counties in which your school district is located to see all plan options available to you. Exception: To enroll in a UMP Plus plan, you must live in the service area. See HCA’s website at hca.wa.gov/sebb-continuation for plans available.

If you move out of the medical plan’s service area or change employment location and your plan is no longer available, you must select a new plan. If you do not, the SEBB Program will enroll you in a plan. You must notify the SEBB Program of your new address and submit any plan change request no later than 60 days after you move.

2. Kaiser Foundation Health Plan of the Northwest (KFHPNW) offers plans in Clark and Cowlitz counties in Washington and select counties in Oregon. KFHPNW Medicare plans have a larger service area.

3. These plans are available only if you and your enrolled dependents are not enrolled in Medicare.

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Dental plan selection

Choose one dental plan. Before you enroll, make sure the provider you want to use accepts the specific plan and group you choose. Plan contact information is at the end of this form.

Preferred Provider Organization (PPO)

Uniform Dental Plan (Group #09600), administered by Delta Dental of Washington. You can choose any dental provider and change providers at any time.

Managed-care plans (limited network)

DeltaCare (Group #09601), administered by Delta Dental of Washington. You must select a primary care dentist in the DeltaCare network.

Willamette Dental Group of Washington (Group WA 733), administered by Willamette Dental of Washington, Inc. You will select and receive care from a primary care dental provider in the Willamette Dental Group network.

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Vision plan selection

Choose one vision plan. Before you enroll, make sure the provider you want to use accepts the specific plan you choose.

Davis Vision, by MetLife, underwritten by Metropolitan Life Insurance Company ("MetLife")

EyeMed Vision Care, underwritten by Fidelity Security Life Insurance Company

MetLife Vision, underwritten by Metropolitan Life Insurance Company

 Carrier contact information is on page 15.

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Signature

By submitting this form, I declare that the information I have provided is true, complete, and correct. If it isn't, or if I do not update this information within the timelines in the SEBB Program rules, to the extent permitted by federal and state laws, I must repay any claims paid by my health plans or premiums paid on my behalf. My dependents and I may also lose SEBB health plan coverage as of the last day of the month we were eligible.

To the extent permitted by law, the SEBB Program may retroactively terminate coverage for me and my dependents if I intentionally misrepresent eligibility, or do not pay premiums when due. In addition, I understand that it is a crime to knowingly provide false, incomplete, or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of SEBB insurance benefits.

If I send payment, this does not mean that I will be automatically enrolled in SEBB health plan coverage. The SEBB Program will verify eligibility for me and my dependents. If we do not qualify, I will receive a refund.

I understand I am responsible for paying any applicable tobacco use premium surcharge and spouse or state-registered domestic partner (SRDP) coverage premium surcharge in addition to my monthly medical premium.

If I enroll in UMP High Deductible Plan, I must meet health savings account (HSA) eligibility conditions. I understand that the SEBB Program will direct a portion of my monthly premium to an HSA on my behalf based on the information I have provided, and that there are limits to these contributions and my HSA contributions (if any) under federal tax law.

I understand that my enrollment and my dependents' enrollment are subject to me abiding by all applicable deadlines and SEBB Program rules and policies. Failure to comply with applicable deadlines and SEBB Program rules and policies may result in my benefits selection being rejected. This form replaces all School Board Member Election/Change forms previously submitted to the SEBB Program.

Please sign, date, and keep a copy for your records.

Subscriber's signature

Date

Form return

Submit form and documentation using one of the methods below:

Mail to:

Washington State Health Care Authority
PO Box 42720
Olympia, WA 98504-2720

Fax to:

360-725-0771

If payment is enclosed, make check payable to Health Care Authority and mail to:

Washington State Health Care Authority
PO Box 42691
Olympia, WA 98504-2691

Secure message:

Send us a secure message through HCA Support at support.hca.wa.gov, a secure website that allows you to log in to your own account to communicate with us. You will need to set up a SecureAccess Washington (SAW) account to use this option.

HCA is committed to providing equal access to our services. If you need an accommodation or require documents in another format, call the SEBB Program at 1-800-200-1004 (TRS: 711) or visit hca.wa.gov/about-hca/nondiscrimination-statement.

HCA's Privacy notice: HCA will keep your information private as allowed by law. To see our Privacy Notice, go to the HCA website at hca.wa.gov/sebb-continuation.

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SEBB Program contractors

 Do not send forms to the addresses below. This information is only for your reference.

Medical

Kaiser Foundation Health Plan of the Northwest

500 NE Multnomah St., Suite 100
Portland, OR 97232-5398
1-800-813-2000 (TRS: 711)

Kaiser Foundation Health Plan of Washington

1300 SW 27th Street
Renton, WA 98057
1-888-901-4636
TTY: 1-800-833-6388

Kaiser Foundation Health Plan of Washington Options, Inc.

1300 SW 27th Street
Renton, WA 98057
1-888-901-4636
TTY: 1-800-833-6388

Premera Blue Cross

High PPO and Standard PPO
PO Box 327
Seattle, WA 98111
1-800-807-7310 (TRS:711)

Premera Blue Cross HMO

7001 220th St SW
Mountlake Terrace, WA 98043
1-800-807-7310 (TRS:711)

Uniform Medical Plan, administered by Regence BlueShield (for medical benefit questions)

PO Box 1106
Lewiston, ID 83501-1106
1-888-849-3681 (TRS: 711)

Uniform Medical Plan, administered by Washington State Rx Services (for prescription drug questions)

PO Box 40168
Portland, OR 97240-0168
1-888-361-0168 (TRS: 711)

Dental

DeltaCare, underwritten by Fidelity Security Life Insurance Company
400 Fairview Ave. N., Suite 800
Seattle, WA 98109-5371
1-800-650-1583
TTY: 1-800-833-6384

Uniform Dental Plan, administered by Delta Dental of Washington
400 Fairview Ave. N., Suite 800
Seattle, WA 98109-5371
1-800-537-3406
TTY: 1-800-833-6384

Willamette Dental of Washington, Inc.

6950 NE Campus Way
Hillsboro, OR 97124-5611
1-855-433-5611 (TRS: 711)

Vision

Davis Vision, underwritten by Metropolitan Life ("MetLife")
Metropolitan Life Insurance Company
200 Park Ave.
New York, NY 10166
1-877-377-9353
TTY: 1-800-523-2847

EyeMed Vision Care, underwritten by Fidelity Security Life Insurance Company
1209 Orange St.
Wilmington, DE 19801
1-800-699-0993
TTY: 1-844-230-6498

Metropolitan Life Insurance Company (Vision Plan)
200 Park Avenue
New York, NY 10166
1-833-854-9624