

2021 PEBB Employee Enrollment/Change for Medical Only Groups



The information written on this form replaces all enrollment/change forms previously submitted. Therefore, you must complete the entire form, including the dependent section for any children you want to continue to cover. Inaccurate, incomplete, or illegible information may delay coverage. Type or print clearly in blue or black ink and use all capital lettering in the spaces provided. Example: J O H N

! Remember to read and sign Section 5. To enroll children, complete Section 7 on pages 11 and 12.

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

Medical coverage

Cover


Waive

 If you waive coverage, you cannot enroll your eligible dependents in medical. You can waive PEBB medical coverage if you are enrolled in other employer-based group medical, a TRICARE plan, or Medicare.

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

Yes

No

 If Yes, please contact your payroll or benefits office for help.

Tobacco use premium surcharge

Response required if you are enrolling in medical coverage. The PEBB Program requires a \$25-per-account premium surcharge in addition to your monthly medical premium if you or an enrolled dependent (age 13 or older) 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.

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 PEBB Program Administrative Policy 91-1 on HCA's website at hca.wa.gov/pebb-rules.

If you check Yes or leave this section blank, you will be charged the \$25 premium surcharge. See the *2021 PEBB Premium Surcharge Attestation Help Sheet* available on HCA's website at hca.wa.gov/pebb-employee for instructions on how to respond.

Does the tobacco use premium surcharge apply to you? Check one:

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 *PEBB 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 or accessed the tobacco cessation resources noted in the *PEBB Premium Surcharge Attestation Help Sheet*.

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Subscriber's last name

Social Security number

2

Spouse or state-registered domestic partner (SRDP)

List an eligible spouse or state-registered domestic partner (SRDP), as defined by WAC 182-12-109, you wish to enroll in medical coverage. To enroll children, please complete Section 7, located at the end of the form.

You must provide proof of your spouse or SRDP's eligibility within the PEBB Program's enrollment timelines, or they will not be enrolled. A list of documents we will accept to verify their eligibility is available on HCA's website at hca.wa.gov/pebb-employee.

Your spouse or SRDP cannot be enrolled in two PEBB Program medical accounts at the same time.

Relationship to subscriber.

Spouse: date of marriage

SRDP: date registered

 If enrolling a SRDP, please attach a *PEBB Declaration of Tax Status* to indicate whether they qualify as a dependent for tax purposes under IRC Section 152, as modified by IRC Section 105(b).

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's)

Address line 2

City

State

ZIP/Postal code

County

Medical coverage

Cover

Remove from coverage

If removing from coverage, include reason

¹ This field is required for health care services.

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Subscriber's last name

Social Security number

Tobacco use premium surcharge

Response required if you are enrolling your spouse or state-registered domestic partner (SRDP) in medical coverage. If you check **Yes** or do not check any boxes below, you will be charged the \$25-per-account premium surcharge in addition to your monthly medical premium.

For instructions on how to respond, see the *2021 PEBB Premium Surcharge Attestation Help Sheet* available on HCA's website at hca.wa.gov/pebb-employee.

Does the tobacco use premium surcharge apply to you? Check one:

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

No, I am not subject to the \$25 premium surcharge. This person has not used tobacco products in the past two months, or has enrolled in or accessed one of the tobacco cessation resources noted in the *PEBB Premium Surcharge Attestation Help Sheet*.

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

Response required if you are enrolling your spouse or SRDP in medical coverage. The PEBB Program requires a \$50 premium surcharge in addition to your monthly medical premium if you are enrolling your spouse or SRDP in PEBB medical and they have chosen not to enroll in another employer-based group medical that is comparable to PEBB's Uniform Medical Plan Classic. See the *2021 PEBB Premium Surcharge Attestation Help Sheet* for instructions on how to respond.

Does the spouse or SRDP coverage premium surcharge apply to you? Check one:

Yes, I am subject to the \$50 premium surcharge. I used the *PEBB Premium Surcharge Attestation Help Sheet* and completed the *2021 PEBB Spousal Plan Calculator* online.

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

No, I am not subject to the \$50 premium surcharge. I used the *PEBB Premium Surcharge Attestation Help Sheet* and if needed, completed the *PEBB Spousal Plan Calculator* online. Which questions, if any, on the *PEBB Premium Surcharge Attestation Help Sheet* did you check No? **Check all that apply.** Question 1 is not applicable.

Question 2


Question 3

Question 4

Question 5

Question 6

Employer to help determine if premium surcharge applies. I used the *PEBB Premium Surcharge Attestation Help Sheet* and am submitting a printed *PEBB Spousal Plan Calculator*. My employer will use this to help determine whether my spouse's or SRDP's employer-based group medical is comparable to PEBB's UMP Classic and if I am subject to the premium surcharge.

 The *2021 PEBB Premium Surcharge Attestation Help Sheet* and the *2021 PEBB Spousal Plan Calculator* are available on HCA's website at hca.wa.gov/pebb-employee. To change your previous attestation, use the *2021 PEBB Premium Surcharge Attestation Change Form*.

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3

Medical plan selection

Choose one medical plan.

Kaiser Foundation Health Plan of the Northwest¹

Kaiser Permanente NW Classic²

Kaiser Permanente NW Consumer-Directed Health Plan²

Kaiser Foundation Health Plan of Washington¹

Kaiser Permanente WA Classic

Kaiser Permanente WA Consumer-Directed Health Plan

Kaiser Permanente WA SoundChoice³

Kaiser Permanente WA Value

Uniform Medical Plan, administered by Regence BlueShield

UMP Classic

UMP Select

UMP Consumer-Directed Health Plan

UMP Plus—Puget Sound High Value Network¹

UMP Plus—UW Medicine Accountable Care Network¹

! Contact the plans with questions about benefits and provider information. (Contact information is on page 10 of this form.)

If you are eligible for the employer contribution toward PEBB benefits, but do not waive or enroll in PEBB medical coverage, you will be automatically enrolled as a single subscriber in Uniform Medical Plan (UMP) Classic, administered by Regence BlueShield. Your dependents will not be enrolled. You will be charged a monthly \$105 premium for medical coverage as well as a \$25 monthly tobacco use premium surcharge.

¹ These plans have a specific service area. If you move out of the service area, you must change your plan. Otherwise, you will have limited access to network providers and covered services. You must report your new address to your payroll or benefits office and request a plan change later than 60 days after you move.

² Kaiser Foundation Health Plan of the Northwest offers plans in Clark and Cowlitz counties in Washington and select counties in Oregon.

³ Not all contracted providers in Spokane County are in the SoundChoice network. Please make sure your provider is in-network before you visit.

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4

Account changes and special open enrollment

Are you making changes to an existing account?

Yes, If yes, what changes? (Check all that apply in the sections below.)

Give date of event/change

No (If no, go to Section 5.)

Changes you can make anytime

If you have a name or address change, contact your payroll or benefits office.

Remove dependents from coverage due to loss of eligibility (divorce, annulment, dissolutions, or dependent ceasing to be eligible as a child.) Your payroll or benefits office must receive this form **no later than 60 days** after the last day of the month the dependent loses eligibility for health plan coverage. If applicable, provide former dependent's new address:

Street address

Address line 2

City

State

ZIP/Postal code

County

Changes you can make during the PEBB Program's annual open enrollment

All changes become effective January 1 of the following year.

Check the boxes next to the changes requested.

Add dependents

Remove dependents

Change medical plan

Enroll after waiving medical coverage

Waive medical due to enrollment in other employer-based group medical, a TRICARE plan, or Medicare.

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

The PEBB Program only allows changes outside of annual open enrollment when an event creates a special open enrollment. The change must be allowable under the Internal Revenue Code and Treasury regulations and correspond to and be consistent with a special open enrollment event for the employee, employee's dependent, or both. You are required to provide proof of the event. Your payroll or benefits office must receive this form and proof of the event **no later than 60 days** after the event.

Check the box next to the change you are requesting and the corresponding event below. 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. If that day is the first of the month, the change begins on that day.

Add dependents

Remove dependents

Change medical plan

Enroll after waiving medical coverage

Waive medical due to enrollment in other employer-based group medical, a TRICARE plan, or Medicare.

The following events allow an employee to add dependents, remove dependents, change medical plans, and enroll after waiving medical.

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

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

Employee or a dependent becomes entitled to or loses eligibility for Medicaid or a state Children's Health Insurance Program (CHIP).

Marriage, registering a SRDP, as defined by Washington Administrative Code 182-12-109, birth, adoption, or assuming a legal responsibility for support ahead of adoption. You must also submit a *2021 PEBB Declaration of Tax Status* if adding a SRDP or their child to indicate whether the dependent qualifies as a dependent for tax purposes under IRC Section 152, as modified by IRC Section 105(b).

The following events allow an employee to add dependents, enroll after waiving medical, and change medical plans.

Child becomes eligible as an extended dependent through legal custody or legal guardianship. Also submit a *2021 PEBB Extended Dependent Certification*.

Employee or dependent loses eligibility for other coverage under a group health plan or through health insurance coverage, as defined by the Health Insurance Portability and Accountability Act.

Employee or dependent becomes eligible for a state premium assistance subsidy for PEBB health plan from Apple Health (Medicaid) or a state CHIP.

The following event allows an employee to add dependents, remove dependents, enroll after waiving medical, and waive medical coverage.

Employee or dependent has a change in enrollment under an employer-based group health plan during its annual open enrollment that does not align with the PEBB Program's annual open enrollment. (Waiving medical coverage is allowed for this event only when an employee enrolls under another employer-based group health plan during its annual open enrollment.)

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The following event allows an employee to add dependents, remove dependents, and enroll after waiving medical coverage.

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

The following event allows an employee to add dependents, remove dependents, change medical plans, and enroll after waiving medical coverage.

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

The following events allow an employee to change medical.

Employee's or dependent's current health plan becomes unavailable because the employee or dependent is no longer eligible for a health savings account (HSA).

Employee or dependent experiences a disruption of care that could function as a reduction in benefits for the employee or their dependent for a specific condition or ongoing course of treatment (requires approval by the PEBB Program).

Employee or dependent becomes entitled to or loses eligibility for Medicare, or enrolls in or terminates enrollment in a Medicare Part D plan.

Employee or dependent has a change in residence that affects health plan availability.

The following events allow an employee to enroll after waiving medical and waive medical coverage.

Employee or dependent becomes eligible and enrolls in a TRICARE plan, or loses eligibility for a TRICARE plan.

Employee becomes eligible and enrolls in Medicare, or loses eligibility for Medicare.

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5

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 PEBB 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 PEBB benefits as of the last day of the month we were eligible. To the extent permitted by law, the PEBB Program or my employer may retroactively terminate coverage for me and my dependents if I intentionally misrepresent eligibility. 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 PEBB benefits.

If adding a state-registered domestic partner (SRDP) to my account, I declare that my domestic partner and I have registered through the Washington Secretary of State's Office or another state.

Enrollment is not complete until the PEBB Program verifies the dependent's eligibility. I understand that if I'm applying to add a dependent to my PEBB insurance coverage, I must provide copies of documents that verify the dependent's eligibility within the PEBB Program's enrollment timelines, or the dependent will not be enrolled.

Employees that elect to waive PEBB medical (when they become newly eligible, during the annual open enrollment, or due to a special enrollment event) must be enrolled in other employer-based group medical, a TRICARE plan, Medicare. If I waive medical, I understand I can enroll during the annual open enrollment period or **no later than 60 days** after a special open enrollment event as defined in PEBB Program rules. If I waive medical for myself, I cannot enroll my eligible dependents in medical.

I allow my employer to deduct money from my earnings to pay for insurance coverage and applicable premium surcharges.

If I am eligible for the employer contribution toward PEBB benefits but do not waive or enroll in PEBB Program medical coverage, I will be enrolled automatically as a single subscriber in Uniform Medical Plan (UMP) Classic. My dependents will not be enrolled. I will be charged a monthly \$105 premium for medical coverage as well as a \$25 monthly tobacco use premium surcharge.

If I am enrolling in a consumer-directed health plan with a health savings account (HSA), I must meet HSA eligibility conditions. I understand that my employer will contribute 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 allow my employer to deduct money from my earnings to pay for insurance coverage and any applicable premium surcharges.

I understand that my enrollment and my dependents' enrollment are subject to my adherence to all applicable deadlines and PEBB rules and policies. Failure to comply with applicable deadlines and PEBB rules and policies may result in my benefits selection being rejected or defaulted.

Any changes on PEBB My Account or PEBB enrollment/change forms submitted and dated later than this form will replace this enrollment/change form.

Sign, date, and return form and documentation to your payroll or benefits office.

Subscriber's signature

Date

 Continue to Section 7 to add or remove children.

HCA is committed to providing equal access to our services. If you need an accommodation, or require documents in another format, please contact your payroll or benefits office.


HCA's Privacy Notice: HCA will keep your information

private as allowed by law. To see our Privacy Notice, go to HCA's website at **hca.wa.gov/pebb-employee**.

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Subscriber's last name

Social Security number

6	Employer	
 This section to be completed by your employer.	Agency name	Agency/Subagency
	Eligibility date	Insurance effective date

2021 PEBB Program contractors  Do not send forms to the addresses below. This information is for reference only.

Medical contractors

Kaiser Foundation Health Plan of the Northwest

500 NE Multnomah St., Suite 100
Portland, OR 97232-2099
1-800-813-2000 (TRS: 711)

Kaiser Foundation Health Plan of Washington

601 Union St., Suite 3100
Seattle, WA 98101
1-888-901-4636
TTY: 1-800-833-6388 (TRS: 711)

Uniform Medical Plan, administered by Regence

BlueShield
1800 Ninth Avenue, Suite 235
Seattle, WA 98101
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
1-888-361-1611 (TRS: 711)

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7

Dependents

List eligible dependents you wish to enroll or remove from coverage. Enrolled children must be eligible under PEBB 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. Use additional forms for more dependents.

If enrolling a dependent, you must provide proof of their eligibility within the PEBB Program's enrollment timelines or the dependent will not be enrolled. A list of documents we will accept to verify eligibility is available on HCA's website at

hca.wa.gov/pebb-employee.

If enrolling a state-registered domestic partner's child, also attach a *2021 PEBB Declaration of Tax Status* to indicate whether they qualify as a dependent for tax purposes under IRC Section 152, as modified by IRC Section 105(b).

If enrolling an extended dependent, also attach a *2021 PEBB Extended Dependent Certification*.

If enrolling a child with a disability age 26 or older, also attach a *2021 PEBB Certification of a Child with a Disability* and return as instructed on the form. Refer to the *2021 PEBB Employee Enrollment Guide* for eligibility information.

Relationship to subscriber

Child

Stepchild (not legally adopted)

Extended dependent (attach a copy of court order)

Child with a disability age 26 or older



Dependents cannot be enrolled in two PEBB medical accounts at the same time.

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's)

Address line 2

City

State

ZIP/Postal code

County

Medical coverage

Cover

Remove from coverage

If removing from coverage, include reason

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**.

2021 PEBB Employee Enrollment/Change for Medical Only Groups

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Social Security number

Tobacco use premium surcharge


Response required if you are enrolling dependents age 13 and older in medical coverage. If you check **Yes** or do not check any boxes below, you will be charged the \$25-per-account premium surcharge in addition to your monthly medical premium.

See the *2021 PEBB Premium Surcharge Attestation Help Sheet* available on HCA's website at hca.wa.gov/pebb-employee for instructions on how to respond.

Does the tobacco use premium surcharge apply to you? Check one:

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

No, I am not subject to the \$25 premium surcharge. This dependent has not used tobacco products in the past two months, or has enrolled in or accessed one of the tobacco cessation resources noted in the *PEBB Premium Surcharge Attestation Help Sheet*.

 Use additional forms to list more dependents.

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Use additional forms to list more dependents.

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