

GROUP APPLICATION FOR SELF-FUNDED PROGRAM

EMPLOYER INFORMATION (PLEASE PRINT)

Legal Name of Plan Sponsor _____ Doing Business As (DBA) Name of Plan Sponsor _____

Physical Address _____ City _____ State _____ Zip _____

AFFILIATED COMPANIES TO BE COVERED UNDER PLAN, INCLUDING PLAN SPONSOR

(Attach additional sheet, if needed)

Full Legal Name	City, State	Affiliation	Federal Tax ID

NATURE OF BUSINESS: _____ **IN BUSINESS SINCE:** _____

Mailing Address (If different from physical address) _____ City _____ State _____ Zip _____

Phone Number _____ Fax Number _____

Company Owner(s) _____ Email Address _____

_____ Email Address _____

Company Contact(s) _____ Title _____ Email Address _____

_____ Title _____ Email Address _____

Current Carrier (If Optima Health, please list group numbers) _____

The Employer certifies that, to the best of his or her knowledge, the responses to the statements below are true and correct.

Yes	No	Employer Operational Statement
		Employer is a corporation, partnership or proprietorship.
		Employer is financially stable.
		Employer has 10 to 150 participating employees.
		Employer has not filed for Bankruptcy protection, within the past five (5) years.
		A payroll deduction system for employee contribution, if any, is (or will be) in place.
		Direct Debit - send required ACH form and attach to application. Payment needs to be made on an ongoing basis

BusinessEDGE[®] GROUP APPLICATION FOR SELF-FUNDED PROGRAM (continued)

Yes	No	Employer Operational Statement
		Employer must have at least 70% of eligible employees participating.
		No other group health policy shall be in force.
		Employer will permit any eligible employee to enroll.
		Employer's organization was not formed for the sole purpose of obtaining insurance coverage.
		Employer will assist (or has assisted) Optima Health to gather and validate Employee and Dependent Health Statements and Eligibility Questionnaires.
		Employer will assist the Plan in obtaining a signed statement from the employee or dependents indicating coverage by any other insurance company for coordination of benefits purposes only.
		Employer will permit an audit by Optima Health to verify compliance with all policies, procedures, and eligibility requirements as defined by the Plan.

Explain all NO answers above. (Attach additional sheets if needed)

The employer further agrees to provide additional information or proof concerning these statements as requested by Optima Health.

The Employer certifies that, with the exceptions noted below, the following accurately describes the rules for determining Employee eligibility under the proposed plan:

Yes	No	Employee Eligibility Rules
		A Full-time employee (at least 17 years of age) of the Employer who works at least twenty-five (25) hours per week as of the effective date and who works and receives salary for fifty (50) weeks or more per year.
		An employee who enters into full-time employment after the policy's effective date and who completes the required probationary (waiting) period for eligibility.
		An employee who is employed and at the Employer's usual place of business. Full-time sales personnel with a primary source of income from the Employer are eligible.
		An employee who receives a regular paycheck wherein the Employer deducts social security and/or state and federal income taxes.
		Partners and owners are eligible only if they are bona fide employees of the organization whose main job is to conduct business for the Employer and they meet all other employee eligibility requirements.

Explain all NO answers above. (Attach additional sheets if needed)

The employer further agrees to provide additional information or proof concerning these statements as requested by Optima Health.

The Employer certifies that, to the best of his or her knowledge, the number of participating Employee and Dependent instances of the following situations is:

# Instances	Situation
	Current pregnancy
	Pending or planned adoption
	Absent on disability leave, family medical leave, or due to injury or illness

EMPLOYEE BENEFIT PLAN SELECTION - (no more than 3)

If you have employees who work and live outside of the service area, you can offer them an Out-of-Area PPO Plan

Plan Selection 1	_____	Pharmacy Option	_____
Plan Selection 2	_____	Pharmacy Option	_____
Plan Selection 3	_____	Pharmacy Option	_____

OOA Plan Selection 1	_____	Pharmacy Option	_____
OOA Plan Selection 2	_____	Pharmacy Option	_____
OOA Plan Selection 3	_____	Pharmacy Option	_____

FAMILY AND MEDICAL LEAVE ACT (FMLA)

Description of group health coverage benefits entitlement and contribution requirements, during and after a leave of absence under FMLA. If you do not have FMLA please write N/A.

PLAN TRUSTEE

Is there a Plan Trustee? Yes No

If Yes:

Name: _____

Principle Business Address: _____

COBRA

If your group is eligible for COBRA please check the correct box:

Those using COBRA *must pay* or *aren't required* to pay for COBRA Continuation of coverage.

RELIANCE ON APPLICATION AND EMPLOYEE STATEMENTS

- Optima Health will rely on the data included in this application to assist in underwriting the Employer for Insurance.
- The Employee Eligibility Statement, Employee Application, Employee Enrollment Form or other similar form, which captures information regarding medical conditions and treatment of eligible persons, is made part of this application for insurance and shall be relied upon in determining rates and eligibility for coverage.

BROKER/AGENT CERTIFICATION

I certify that all of the information contained in the Employer Application and any additional documents submitted are correct to the best of my knowledge. I have complied with all of the underwriting rules and have fully explained the Program to the employer.

Broker/Agent's Signature: _____ Date: _____
 Print Broker/Agent's Name: _____ Broker/Agent's #: _____
 Broker/Agent's Address: _____ Broker/Agent's Phone #: _____
 Broker/Agent's City, State, Zip: _____ Broker/Agent's Fax #: _____
 Broker/Agent's Email Address: _____

GENERAL CONDITIONS AND ACCEPTANCE

- The Employer is financially sound, with sufficient capital and cash flow to accept the risks inherent in a "self funded" health care plan.
- The Third Party Administrator retained by the Employer will be considered the Employer's Agent and not the Company's Agent.
- All documentation, including the Employee Eligibility Statement and an executed copy of Employee Benefit Plan Document, requested by the Company must be submitted prior to any approval of this Application and must be received by the Company within thirty (30) days of the Effective Date.
- The Company will evaluate the Employer's risk, and may require adjustments of rates, factors and or special limitations to accommodate for abnormal risks.

In making this application, the Employer acknowledges and accepts the General conditions cited above and represents that the information contained herein accurately reflects the true facts and that the undersigned has authority to bind the Employer to the proposed Contract. Accordingly, this request will be part of the Contract if accepted by the Company. Renewal of this for a further period must be submitted on a new form.

Accepted for Sentara Health Plans, Inc.

By _____
 Authorized Signature
 Title _____
 Date _____

Accepted for Applicant/Employer

By _____
 Authorized Signature
 Title _____
 Date _____

Optima Health Alternative Language Options for Notices and other Written Information

English:

ATTENTION: If you speak English, language assistance services, free of charge, are available to you. Call 1-855-687-6260.

Amharic:

ማሳሰቢያ:

አማርኛ ቋንቋ የሚናገሩ ከሆነ፣ ከክፍያ ነጻ የሆነ የቋንቋ እገዛ አገልግሎት ይቀርብልዎታል። በዚህ ስልክ ይደውሉ 1-855-687-6260።

Arabic:

تنبيه:

إذا كنت تتحدث باللغة العربية، فإنه تتوفر خدمات المساعدة اللغوية لك مجاناً. اتصل بالرقم 1-855-687-6260.

Bengali/Bangla:

লক্ষ্য করবেন: যদি আপনি বাংলা ভাষায় কথা বলেন, তাহলে বিনামূল্যে ভাষা সহায়ক পরিষেবাও পাবেন। ফোন করুন- 1-855-687-6260।

Chinese (Mandarin):

注意: 如果您讲中文普通话, 可以免费获得语言协助服务。请拨打电话 1-855-687-6260。

French:

ATTENTION : Si vous parlez français, les services d'assistance linguistique sont à votre disposition sans aucun frais. Appelez le 1-855-687-6260.

German:

ACHTUNG: Wenn Sie deutsch sprechen, stehen Ihnen Sprachhilfsdienste kostenlos unter der Rufnummer 1-855-687-6260 zur Verfügung.

Gujarati:

ધ્યાન આપો : જો તમે ગુજરાતી બોલી છે તો ભાષા સહાયક સેવાઓ તમારા માટે વિના મૂલ્યે ઉપલબ્ધ છે. 1-855-687-6260 પર કોલ કરો.

Hindi:

ध्यान दें: यदि आप हिंदी भाषा बोलते हैं, तो आपके लिए भाषा सहायता सेवाएं नि:शुल्क उपलब्ध हैं। 1-855-687-6260 पर कॉल करें।

Hmong:

CIM CIA: Yog tias koj hais lus Hmoob, kev pab cuam txais lus tau muaj rau koj ua tsis them nqi. Hu rau 1-855-687-6260.

Igbo:

GEE NT Ị: ọbụrụ na ị na-asụ Igbo, ị ga-enweta enyemaka n’efu site n’aka ndị ga-enyere gi aka inweta ya. Kpọọ 1-855-687-6260

Japanese:

重要: 日本語を話される場合、無料の言語支援サービスがご利用いただけます。1-855-687-6260までお電話ください。

Korean:

주의: 한국어를 사용하실 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 1-855-687-6260번으로 전화해 주십시오.

Kru/Bassa:

YI LE: I bale u mpot Bassa, bot ba kobol mahop ngui nsaa wogui wo ba ye ha l nyuu hola we. Sebel: 1-855- 687-6260.

Laotian:

ເອົາໃຈໃສ່: ຖ້າທ່ານເວົ້າພາສາລາວ, ມີການບໍລິການຊ່ວຍເຫຼືອດ້ານພາສາໃຫ້ນຳໃຊ້ໂດຍບໍ່ເສຍຄ່າ. ໂທ 1-855-687-6260.

Mon-Khmer, Cambodian:

កំណត់សំគាល់: ប្រសិនបើអ្នកនិយាយ ភាសាខ្មែរ, សេវាកម្មផ្នែកជំនួយការភាសា មានសម្រាប់អ្នកដោយមិនគិតថ្លៃ។ ចូរហៅទូរស័ព្ទទៅកាន់ 1-855-687-6260។

Navajo:

SHOOH: Diné Bizaad bee yáníłti'go doo bááqáh ílínígóó t'áá nizaad k'ehjí níká a'doowołgo bee haz'á. Kojj' hółne' 1-855-687-6260.

Persian/Farsi:

توجه: اگر به زبان فارسی صحبت می‌کنید، خدمات رایگان پشتیبانی زبان در دسترس شماست. با شماره 1-855-687-6260 تماس بگیرید.

Portuguese:

ATENÇÃO: Se você fala português, há serviços de assistência em idiomas disponíveis para você gratuitamente. Ligue para 1-855-687-6260.

Russian:

ВНИМАНИЕ! Если вы говорите на русском языке, позвоните по телефону 1-855-687-6260, и наша служба языковой поддержки окажет вам бесплатную помощь.

Spanish:

ATENCIÓN: Si habla español, existen servicios de asistencia de idiomas disponibles para usted sin cargo. Llame al 1-855-687-6260.

Tagalog:

PAUNAWA: Kung nagsasalita ka ng Tagalog, may maaari kang kuning mga libreng serbisyo ng tulong sa wika. Tumawag sa 1-855-687-6260.

Turkish:

DİKKAT: Eğer Türk konuşuyorsanız, dil asistanı servislerini ücretsiz olarak kullanabilirsiniz. 1-855-687-6260 numaralı telefonu arayın.

Urdu:

توجه دیں: اگر آپ اردو زبان بولتے ہیں تو، زبان کی معاونتی خدمات، بغیر کسی خرچ کے، آپ کے لئے دستیاب ہیں۔ 1-855-687-6260 کال کریں۔

Vietnamese:

CHÚ Ý: Nếu quý vị nói Tiếng Việt, dịch vụ hỗ trợ ngôn ngữ miễn phí có sẵn dành cho quý vị. Hãy gọi 1-855-687-6260.

Yoruba:

KÉÉRE:

Ti o bá ń sọ èdè Yorùbá, isẹ̀ ìrànlọ́wọ́ èdè wà fún ọ lófẹ̀ẹ́. Pe 1-855-687-6260