

**HAVERFORD COLLEGE**  
**INSTRUCTIONS FOR COMPLETING THE ATTACHED**  
**INDEPENDENCE BLUE CROSS (IBC) ENROLLMENT FORM**

**PLEASE NOTE: IF YOU AREN'T CHANGING MEDICAL PLANS AND/OR AREN'T  
ADDING OR DROPPING DEPENDENTS FOR 2009-10, YOU DO NOT NEED TO  
COMPLETE THIS INSTRUCTION SHEET OR THE IBC ENROLLMENT FORM.**

NAME: \_\_\_\_\_

**Please do not complete Section 1 or 2 A**

**Mark your plan selection below:**

- Keystone Point of Service 10B [Base Plan]
- Keystone HMO 10
- Stand-Alone Davis Vision

**Complete Section 3**

Individuals enrolling in a Keystone plan will need to write in a Primary Care Office Number.

Do not list a Primary Dental Office Number.

**Complete Sections 4 & 4A if you have dependents that will be covered.**

Individuals enrolling in a Keystone plan will need to write in a Primary Care Office Number for each dependent.

Do not list a Primary Dental Office Number

**Complete Section 5**

**Complete Section 5b if applicable**

**Do not complete Section 6**

**Sign, date, and write in your county of residence at the bottom of the form**



Universal Enrollment Form

2A Plan (please specify co-pay or benefit option):

PPO HMO POS RX Vision Dental CMM Employment Status

1 Subscriber or Member Enrollment or Change - Employee MUST Complete in Full

Change Life Event Change Other Change COBRA Effective Date Effective Date of Coverage

3 Subscriber Information - Please complete this entire section, whether you are a new applicant or are making a change to an existing contract.

Social Security Number or ID Number Last Name First Name M.I. Gender M/F Date of Birth State ZIP Code

4 Dependent Information - Please provide all information for each person to be covered. Please attach additional sheets if required.

Spouse Last Name First Name M.I. Gender Date of Birth Will other health insurance be in effect? Dependent over 19? Provide verification. Student Disabled

Child Last Name First Name M.I. Gender Date of Birth Will other health insurance be in effect? Dependent over 19? Provide verification. Student Disabled

Child Last Name First Name M.I. Gender Date of Birth Will other health insurance be in effect? Dependent over 19? Provide verification. Student Disabled

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**4A Dependent Information – If you listed dependents, you MUST answer these questions.**

Do any dependents listed live at another address? Yes  No

Is any dependent's last name different from yours? Yes  No

If you answered yes to either question, please explain.

**5 Other Insurance Information**

**5A** Please list health insurance information if you or any dependents listed in Section 4 have other coverage.

Insurance Company Name	Policy Number	Effective Date
Policy Holder	Type of Benefits	Effective Date

**5B** Are you or any of your dependents currently receiving Medicare Benefits? Yes  No

Name	Medicare Number	Part A Effective Date	Part B Effective Date	Reason
Self				Check all that apply. Age <input type="checkbox"/> Disability <input type="checkbox"/> ESRD <input type="checkbox"/>
Spouse				
Child				
Child				

**6 Group and Employer Information**

Your Group Administrator **MUST** complete this section. Your application **CANNOT** be processed unless this section is complete.

Group Name	Group Number	Payroll/Work Location
Employer or Group Administrator Signature	Account Number	Date

**7 Signature and Verification**

Please read carefully and sign below. Your application **CANNOT** be processed without your signature. Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

**For PPO and CMM Members** - By signing this application, I elect coverage under the plan specified on this form and for the persons listed here and agree to abide by the conditions of the agreement and to pay required premiums for the selected plan. I authorize my licensed physician, medical or medically related facility, insurance company or other organization or institution that has any records concerning my health or the health of any covered family member to forward such information to Independence Blue Cross and its affiliates, QCC Insurance Company, Highmark Blue Shield and ancillary service providers who are responsible for administering certain covered services. This application is subject to acceptance and to the waiting periods, exclusions, and all other provisions contained in the agreement between my Employer, Association or Welfare board and Independence Blue Cross and Highmark Blue Shield.

**For HMO and POS Members** - I understand that the provision of services to me and my dependents as Members of Keystone Health Plan ("Keystone") is governed by the applicable Master Group Contract, which provides that: 1) except for emergencies, all medical or dental care must be initiated at the primary care office or primary care dental office we have selected; and, 2) I and my dependents authorize any person or organization providing services to furnish Keystone, its affiliates and ancillary service providers who are responsible for administering certain covered services with medical or dental records or other information concerning such services for purposes including, but not limited to, Keystone quality and utilization review. I understand that if I choose a Point of Service Product, I will be subject to applicable deductible, coinsurance and other copayments for all self referred services, as specified in the contract. I further understand that I can change health plan coverage only at the time my employer and Keystone specify. Keystone POS program Self-Referred benefits may be underwritten by QCC Insurance Company. Referred benefits underwritten or administered by Keystone Health Plan East and QCC Insurance Company and with Highmark Blue Shield. Independent licensees of the Blue Cross and Blue Shield Association.

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_