2022 Oregon Individual & Family Change Form



This form is for **current Providence Health Plan Individual & Family Policyholders**. Changes to your Providence Health Plan coverage can **only** be requested by the Policyholder. To complete an application for new enrollment, please visit **ProvidenceHealthPlan.com** or call our Sales team at **503-574-5000** or **1-800-988-0088 (TTY: 711)**.

Do not use this form if you purchased your plan through the **Federal Health Insurance Marketplace.** You'll need to contact the Marketplace at **HealthCare.gov** or call **1-800-318-2596** to request changes to your plan.

To fill out a Change Form online, visit ProvidenceHealthPlan.com/members/member-forms-and-notices.

Requesting changes to my policy.

Keep in mind that some changes require a Qualifying Event. Experiencing a Qualifying Event grants you a 60-day Special Enrollment Period (SEP) to make changes to your policy by submitting this Change Form. You may also use this form to report or correct your policy information without experiencing a Qualifying Event. Please see the "Make Changes to Your Plan" section for a list of Qualifying Events to determine if the change you want requires one.

When will my change(s) go into effect?

This form is for changes effective January 1, 2022 through December 31, 2022. For all Qualifying Events and changes, coverage will be effective the first day of the month following the receipt of your completed Change Form as long as we receive your form **within 60 days** of the Qualifying Event.

Please refer to the example effective dates table below.

DATE WE RECEIVE YOUR CHANGE FORM:	EFFECTIVE DATE OF CHANGE:
March 1 - 31	Your change will be effective April 1.
April 1 - 30	Your change will be effective May 1.

Please note: If you have an active recurring payment arrangement with Providence Health Plan, any changes to your premium rate may not update prior to the 1st of the month when recurring payments are processed. If your request results in a lower premium, your account will be credited on your next month's invoice. If your request results in a higher premium, Providence Health Plan will bill you for the additional amount.

Termination of your medical (and dental) coverage will be effective on the last day of the monthly period through which your premium was paid at the time this form is received.

If the Qualifying Event is birth, adoption, placement for adoption or foster care of a child, or a court order, coverage will be effective from the date of the event. If you would instead prefer a prospective (coverage) effective date based on the table above, please clearly indicate this on your form.

Please review the form to check that you've finished filling out all the required sections. If this form is incomplete for any reason—if it's missing Policyholder information, a valid signature, Qualifying Event, etc.—or if additional information is required, this may delay or void your requested changes. Your Change Form will expire **60 days after** the signature date.

Policyholder Information

This section needs to be completed for all plan change and cancellation requests. If this information is incomplete, your Change Form may be returned, causing a delay.

		/	_/
LAST	FIRST	MI BIRTHDATI	E (MM/DD/YYYY)
		SEX (CHECK ONE)	
SUBSCRIBER ID (11 DIGIT	SOCIAL SECURITY NUMBER	Male Fem	ale
		This is a ne	ew address
PHYSICAL ADDRESS (NO F	P.O. BOX OR RETAIL/BUSINESS ADDRESSES)		
CITY	COUNTY	STATE Z	IP CODE
		This is a n	ew address
MAILING ADDRESS (IF DIF	FFERENT FROM PHYSICAL ADDRESS)		
CITY	COUNTY	STATE Z	IP CODE
HOME/CELL PHONE	OTHER PHONE (OPTIONAL)	SS	
Have you used any toba	cco products in the last 6 months? Yes	No	

(Tobacco use is defined as an average of at least four times a week, except for religious or ceremonial purposes.)

Option 1: Cancellation

Complete this section only if you want to cancel your Individual & Family Plan coverage.

I want to cancel my Individual & Family Plan coverage.

Checking this box will end the health insurance coverage for all enrolled members on your plan. Termination of your medical (and dental) coverage will be effective on the last day of the monthly period through which premium was paid at the time this form is received.

Sign, date, and submit only this page to complete your request to cancel your coverage.

Signature is considered valid only if it is handwritten ("wet") or e-signed. A copy of legal guardianship or power of attorney must accompany this form if not signed by the Policyholder.

SIGNATURE OF POLICYHOLDER (REQUIRED)

____/__/ TODAY'S DATE (REQUIRED)

Option 2: Make changes to your 2022 plan

Select one or more changes you want to make to your plan.

I want to make the following changes that don't require a Qualifying Event:

Cancel	my	dental	plan	only
				-

Remove dependent(s)

Report changes or corrections to a member's personal information (i.e., name, birthdate, tobacco status, etc.)

Change my address after moving within the same service area:

____/__/____ DATE OF MOVE (REQUIRED)

If you only have changes that DO NOT require a Qualifying Event, continue to the next page \rightarrow

I want to make changes after having experienced a Qualifying Event:

	Change my medical plan		Change my address after moving to a new
	Add dependent(s)	_	service area
Date	e of Qualifying Event://		Add Providence Progressive Dental coverage
Nam	ne of family member who experienced the Qualifying Ever	nt:	
Sele	ect the Qualifying Event:		
	Involuntary loss of individual or group coverage except for failure to pay the premium		Loss of Advance Premium Tax Credit (APTC) or Cost Sharing Reductions (CSR), or cessation of employer
	Marriage or domestic partnership*		contribution to COBRA
	Birth, adoption, placement for adoption or foster care of a child		Newly eligible for a state- or federallysponsored premium assistance program
	Qualified Medical Child Support Order (QMCSO) or acquisition of legal guardianship		Newly gains access to an individual coverage HRA (ICHRA) or is newly provided a qualified small employer health reimbursement arrangement
	Permanent move to a new Providence Health Plan service area that offers different health plan options		(QSEHRA) Survivor of domestic abuse/violence or spousal
	Loss of coverage as a dependent due to age		abandonment and wants to enroll in a health plan separate from the abuser or abandoner
	Loss of coverage due to end of marriage or domestic partnership*		Denial of Medicaid or CHIP eligibility determined after open enrollment ended or more than 60 days after a qualifying event or untimely notification of a
	Involuntary loss of Medicaid or CHIP coverage		qualifying event
F	Providence Health Plan must receive your completed Cha	nge F	Form and required documentation within 60 days

Providence Health Plan must receive your completed Change Form and required documentation **within 60 days** of your Qualifying Event. Refer to **ProvidenceHealthPlan.com/qe** for additional information regarding Special Enrollment Periods (SEPs).

*A Domestic Partner must be a member of the Policyholder's same sex, 18 years of age or older, and must have legally registered a Declaration of Domestic Partnership and obtained a Certificate of Registered Domestic Partnership in accordance with Oregon state law. PIC-OR 0122 IND PLN CHG SEP FORM

Choose a new medical plan:

Changing your medical plan and/or adding a dental plan outside of Open Enrollment requires a Qualifying Event. To make the following changes to your medical plan, check <u>one</u> box below. If there are no changes, leave this section blank.

You can learn more about each of the medical plans listed here by reading their corresponding Summary of Benefits and Coverage (SBC) materials at **ProvidenceHealthPlan.com/sbc**.

Applicable Counties	Network	Medical Plan (Check One)		
Clackamas, Hood River, Multnomah,	Connect*	Connect 1500 Gold		
Washington, Yamhill (Newberg zip code 97132 only)		Connect 4500 Silver		
57152 only)		Connect 8700 Bronze		
		Connect Direct 4500 Silver		
Benton, Clackamas, Clatsop, Crook, Deschutes, Douglas, Hood River, Jackson, Jefferson, Lane, Lincoln, Linn, Marion, Multnomah, Polk, Washington, Yamhill	Choice*	 Providence Oregon Standard Gold - Choice Providence Oregon Standard Silver - Choice Providence Oregon Standard Bronze - Choice Providence Oregon Direct 4500 Silver - Choice HSA Qualified 7000 Bronze - Choice 		
Baker, Columbia, Coos, Curry, Gilliam, Grant, Harney, Josephine, Klamath, Lake, Malheur, Morrow, Sherman, Tillamook, Umatilla, Union, Wallowa, Wasco, Wheeler	Signature	 Providence Oregon Standard Gold - Signature Providence Oregon Standard Silver - Signature Providence Oregon Standard Bronze - Signature Providence Oregon Direct 4500 Silver - Signature HSA Qualified 7000 Bronze - Signature 		

*If you choose a Connect or Choice plan, you'll need to choose a Medical Home and a primary care provider (PCP) upon enrollment. To choose from a list of available Medical Homes, PCPs and doctors in your area, visit **ProvidenceHealthPlan.com/findaprovider**.

Add or cancel dental coverage:

In order to purchase a dental plan, you *must* purchase one of the medical plans listed above. Providence Progressive Dental coverage is applicable to **all counties.**

Dental Plan (Check One)

Add Providence Progressive Dental
(Requires a Qualifying Event)

Things to Know About Our Dental Plan:

- Everyone on your medical plan will be enrolled, and there's an additional monthly premium of \$32 applied to each covered member on the policy.
- + **For Connect plans:** coverage for children 18 and younger will be supplemental to the pediatric dental coverage already included under the medical plan.
- + For more information about dental benefits and coverage, visit **ProvidenceHealthPlan.com**.

Cancel Providence Progressive Dental (Medical coverage will still be in effect)

Pediatric Dental Disclaimer: Our Standard, HSA Qualified and Providence Oregon Direct medical plans DO NOT include pediatric dental coverage. Under the health care reform law (the Affordable Care Act or ACA), if you purchase one of these plans outside of the Marketplace, we must have reasonable assurance that you have obtained separate pediatric dental coverage through a Marketplace-certified pediatric dental plan. This requirement applies whether you obtain coverage for children or adults. Marketplace-certified pediatric dental plans can be found through the Federal Health Insurance Marketplace at **HealthCare.gov**.

Change information for dependents:

Only changes reflected on this form will be updated on your plan. If you are not making any changes, leave this page blank. Adding a dependent outside of Open Enrollment requires a Qualifying Event. Make sure you use full, legal names. For a child-only plan, children have to be age 20 or younger as of their effective date. For all other plans, children need to be age 25 or younger as of their effective date. If you have additional family members to be enrolled, please include them on a separate sheet with this Change Form. If any dependents don't reside at the Policyholder's physical address, you need to provide their address below.

1 CHECK ONE:			
Add Remove	LAST NAME	FIRST NAME	MI
	/ /		
	'''	RELATION TO YOU*	
SEX: 🗌 M	F LIVES WITH POLICYHOLDER? Yes No	USES TOBACCO?**	No
2 CHECK ONE:			
Add	LAST NAME	FIRST NAME	MI
Remove	LAST NAME	FIRST NAME	IVII
Update			
	BIRTHDATE SSN	RELATION TO YOU*	
SEX:	F LIVES WITH POLICYHOLDER? Yes No	USES TOBACCO?**	No
3 CHECK ONE:			
🗌 Add	LAST NAME	FIRST NAME	MI
Remove	LAST NAME	FIRST NAME	IVII
🗌 Update	/_/		
	BIRTHDATE SSN	RELATION TO YOU*	
SEX: M	F LIVES WITH POLICYHOLDER? Yes No	USES TOBACCO?**	No
4 CHECK ONE:			
Add			
Remove	LAST NAME	FIRST NAME	MI
Update	/ /		
	BIRTHDATE SSN	RELATION TO YOU*	
SEX: M	F LIVES WITH POLICYHOLDER? Yes No	USES TOBACCO2**	No

*A Domestic Partner must be a member of the Policyholder's same sex, 18 years of age or older, and must have legally registered a Declaration of Domestic Partnership and obtained a Certificate of Registered Domestic Partnership in accordance with Oregon state law.

**Tobacco use is defined as an average of at least four times per week, except for religious or ceremonial purposes.

Dependent(s) physical address: (if different from Policyholder)

	CITY	STATE	ZIP	COUNTY	
	DEPENDENT'S PHYSICAL ADDRESS			APARTMENT/U	NIT NUMBER
	DEPENDENT'S LAST NAME		DEPENDENT'S	S FIRST NAME	MI
2 2	СІТҮ	STATE	ZIP	COUNTY	
	DEPENDENT'S PHYSICAL ADDRESS			APARTMENT/U	NIT NUMBER
	DEPENDENT'S LAST NAME		DEPENDENT'S	S FIRST NAME	MI
1					

Read, Sign & Submit

Certification of Completion and Correctness

I affirm that I am requesting a change in coverage for myself and/or my enrolled family dependents and that the answers given in this Change Form are complete and correct. I am providing these answers as part of the procedure required by Providence Health Plan to request a change in my insurance coverage. I understand and agree that no change in coverage shall be in force until the effective date determined by Providence Health Plan and that Providence Health Plan may contact me to clarify this request.

As a member, I understand I have the right to inspect the information in my file. I understand that I can visit **ProvidenceHealthPlan.com** to educate myself about Providence Health Plan's privacy practices. I understand that I can get a copy of Providence Health Plan's Notice of Privacy Practices by going to **ProvidenceHealthPlan.com/notice of-privacy-practice** or by calling Customer Service at 503-574-7500 or 800-878-4445 (TTY: 711), 8 a.m. to 5 p.m. (Pacific Time) Monday through Friday.

Signature

- 1. I understand that this is an individual health insurance plan. I verify that neither my employer nor any third party will be paying the premium on this policy except as permitted by state or federal regulation.
- 2. I am the parent or legal guardian of all dependent children listed on this Change Form.
- 3. I verify that the physical address I provided on this Change Form for myself is accurate, as well as any other address provided by me for any dependents.

- 4. I understand that I must update my information with Providence Health Plan if anything changes.
- I verify that any newly enrolled dependent(s) are not entitled to Medicare Part A and/or enrolled in Medicare Part B. (The federal government does not allow health plans to issue individual coverage that duplicates coverage available through Medicare.)
- I affirm that if I choose a medical plan without pediatric dental coverage, I will obtain pediatric dental coverage through a separate Marketplace-certified pediatric dental plan, and that I will notify Providence Health Plan if I do not obtain coverage.

By signing, I agree to the above conditions. Policyholder signature and date required.

Signature is considered valid only if it is handwritten ("wet") or e-signed. A copy of legal guardianship or power of attorney must accompany this form if not signed by the Policyholder.

SIGNATURE OF POLICYHOLDER (REQUIRED)

PRINT NAME

Signed by Policyholder for Spouse or Domestic Partner

SIGNATURE OF SPOUSE OR DOMESTIC PARTNER (IF APPLICABLE)

Submission Options

Mail completed form to: Providence Health Plan P.O. Box 4649 Portland, OR 97208-4649 or Fax completed form to: 503-574-8131

To fill out a Change Form online, visit ProvidenceHealthPlan.com/members/ member-forms-and-notices.

TODAY'S DATE (REQUIRED)

Have Questions?

Call Providence Health Plan at 503-574-5791 or 1-888-816-1300 (TTY: 711), 8 a.m. to 5 p.m. (Pacific Time) Monday through Friday.

Race/Ethnicity Questionnaire

The following questions will help us to better serve all communities. These questions are optional.

Which of the following describes your racial or ethnic identity? Please check all that apply.

MEMBER NAME	GROUP NAME OR NUM	GROUP NAME OR NUMBER		
Asian	Hispanic or Latino/a/x	Black or African American		
 Asian Indian Cambodian Chinese Communities of Myanmar Filipino/a Hmong Japanese Korean Laotian South Asian 	 Hispanic or Latino/a/x Central American Hispanic or Latino/a/x Mexican Hispanic or Latino/a/x South American Other Hispanic or Latino/a/x Native Hawaiian or Pacific Islander Guamanian or Chamorro Marshallese Communities of the Micronesian Region Native Hawaiian Semant 	 African American Afro-Caribbean Ethiopian Somali Other African (Black) Afro-Latinx/Bi-racial/Other Other Black Middle Eastern or North African Middle Eastern 		
 Vietnamese Other Asian American Indian or Alaska Native 	 Samoan Tongan Other Pacific Islander White 	North African Other Other		
 American Indian Alaska Native Canadian Inuit, Metis, or First Nation Indigenous Mexican, Central American, or South American 	 Caucasian/White (no national affiliation) Eastern European Western European Other White (African, Australian, New Zealand descent) Slavic 	 Don't know Don't want to answer 		
racial or ethnic identity?	n one category above, is there one you			
		ed one category above.		
No: I identify as Biracial or M	N/A: I don't want			
What is your preferred sp	ooken language?			

English	Cantonese	French	Arabic
Spanish	Vietnamese	Tagalog	Decline/Unknown
Chinese - Other	Russian	Japanese	Other
Mandarin	German	Korean	



Non-discrimination Statement

Providence Health Plan and Providence Health Assurance comply with applicable Federal civil rights laws and do not discriminate on the basis of race, color, national origin, age, disability, or sex. Providence Health Plan and Providence Health Assurance do not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.

Providence Health Plan and Providence Health Assurance:

Provide free aids and services to people with disabilities to communicate effectively with us, such as:

- + Qualified sign language interpreters
- Written information in other formats (large print, audio, accessible electronic formats, other formats)

Provide free language services to people whose primary language is not English, such as:

- + Qualified interpreters
- + Information written in other languages

If you are a Medicare member who needs these services, call 503-574-8000 or 1-800-603-2340. All other members can call 503-574-7500 or 1-800-878-4445. Hearing impaired members may call our TTY line at 711.

Filing a Grievance

If you believe that Providence Health Plan or Providence Health Assurance has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance with our Non-discrimination Coordinator by mail:

Providence Health Plan and Providence Health Assurance Attn: Non-discrimination Coordinator PO Box 4158 Portland, OR 97208-4158

Language Access Information

ATTENTION: If you speak English, language assistance services, free of charge, are available to you. Call 1-800-603-2340 (TTY: 711).

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-800-603-2340 (TTY: 711).

注意:如果您使用繁體中文,您可以免費獲得語言援助服務.請致電 1-800-603-2340 (TTY: 711)

CHÚ Ý: Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số 1-800-603-2340 (TTY: 711).

주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 1-800-603-2340 (TTY: 711) 번으로 전화해 주십시오.

ВНИМАНИЕ: Если вы говорите на русском языке, то вам доступны бесплатные услуги перевода. Звоните 1-800-603-2340 (телетайп: 711).

PAUNAWA: Kung nagsasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong sa wika nang walang bayad. Tumawag sa 1-800-603-2340 (TTY: 711).

УВАГА! Якщо ви розмовляете українською мовою, ви можете звернутися до безкоштовної служби мовної підтримки. Телефонуйте за номером 1-800-603-2340 (телетайп: 711).

ប្រយ័ត្ន៖ បើសិនជាអ្នកនិយាយ ភាសាខ្មែរ, សេវាជំនួយផ្នែកភាសា ដោយមិនគិតឈ្នួល គឺអាចមានសំរាប់បំរើអ្នក។ ចូរ ទូរស័ព្ទ 1-800-603-2340 (TTY: 711)។

注意事項:日本語を話される場合、無料の言語支援をご利用いただけます.1-800-603-2340 (TTY:711)まで、お電話にてご連絡ください.

ማስታወሻ፤ የሚናንሩት ቋንቋ ኣማርኛ ከሆነ የትርጉም እርዳታ ድርጅቶች፣ በነጻ ሊያግዝዎት ተዘ*ጋ*ጀተዋል፡ ወደ ሚከተለው ቁጥር ይደውሉ 1-800-603-2340 (መስማት ለተሳናቸው፤ 711).

XIYYEEFFANNAA: Afaan dubbattu Oroomiffa, tajaajila gargaarsa afaanii, kanfaltiidhaan ala, ni argama. Bilbilaa 1-800-603-2340 (TTY: 711).

ملحوظة: إذا كنت تتحدث اذكر اللغة، فإن خدمات المساعدة اللغوية تتوافر لك بالمجان. اتصل برقم 2340-603-1800-1 (رقم هاتف الصم والبكم: (٦٢١).

ਧਿਆਨ ਦਿਓ: ਜੇ ਤੁਸੀਂ ਪੰਜਾਬੀ ਬੋਲਦੇ ਹੋ, ਤਾਂ ਭਾਸ਼ਾ ਵਿੱਚ ਸਹਾਇਤਾ ਸੇਵਾ ਤੁਹਾਡੇ ਲਈ ਮੁਫਤ ਉਪਲਬਧ ਹੈ। 1-800-603-2340 (TTY: 711) 'ਤੇ ਕਾਲ ਕਰੋ।

ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: 1-800-603-2340 (TTY: 711).

ໂປດຊາບ: ຖ້ຳວ່ຳ ທ່ານເວົ້າພາສາ ລາວ, ການບິລການຊ່ວຍເຫຼອດ້ຳນພາສາ, ໂດຍ່ບເສັຽຄ່ຳ, ແມ່ນມພ້ອມໃຫ້ ທ່ານ. ໂທຣ 1-800-603-2340 (TTY: 711).

ATENȚIE: Dacă vorbiți limba română, vă stau la dispoziție servicii de asistență lingvistică, gratuit. Sunați la 1-800-603-2340(TTY: 711).

ATTENTION: Si vous parlez français, des services d'aide linguistique vous sont proposés gratuitement. Appelez le 1-800-603-2340 (ATS: 711).

เรียน: ถ้าคุณพูดภาษาไทยคุณสามารถใช้บริการช่วยเหลือทางภาษาได้ฟรี โทร 1-800-603-2340(TTY: 711)

توجه: اگر به زبان فارسی گفتگو می کنید، تسهیلات زبانی بصورت رایگان برای شما فراهم می باشد. با (TTY: 711) 1-800-603-2340 تماس بگیرید.