

# SMALL GROUP PLAN

## Employer Health Care Coverage Application

### Enrollment

This application is part of the Group Subscriber Contract, which includes the *Evidence of Coverage and Disclosure Form (EOC)*. By signing this application form, you are accepting the terms, conditions, and provisions contained in the enrollment form as well as those in the Group Subscriber Contract and *EOC*. You have the right to read the Group Subscriber Contract and *EOC* before applying for coverage with Sutter Health Plus. To obtain a copy, contact your broker or call Sutter Health Plus Account Services 1-855-315-5800 (TTY 1-855-830-3500).

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**For Sutter Health Plus to process your request, you must sign and return the last page of this form. To complete the application Sutter Health Plus must receive a binder check. Missing information may delay processing.**

### Fax or email your completed form to:

Fax: 916-736-5418

Email: [shpsales@sutterhealth.org](mailto:shpsales@sutterhealth.org)

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### Need Assistance?

If you have questions about completing this form, please contact Sutter Health Plus Member Services at 1-855-315-5800 (TTY 1-855-830-3500), Monday through Friday from 8 a.m. to 7 p.m. Sutter Health Plus provides translation services and other language assistance services to you free of charge.

**Employer Health Care Coverage Application**

<b>Group Name</b>	<b>DBA</b>	<b>Requested Effective Date</b>
.....	.....	.....

**Section A – Benefit Plan Selection**

**STANDARD PLANS**

**Section A1 – HMO Standard Plan Selection**

<b>Platinum</b>	<b>Gold</b>	<b>Silver</b>	<b>Bronze</b>
MS38 HMO*	MS37 HMO*	MS44 HMO*	MS46 HMO**
MS50 HMO*	MS43 HMO*	SD17 HDHP HMO*	SD08 HDHP HMO**
MS41 HMO*	MS42 HMO*		

**PLUS PLANS**

**Section A2 – HMO Plus Plan Selection (Plus plans include embedded Infertility and Special Footwear benefits)**

<b>Platinum</b>	<b>Gold</b>	<b>Silver</b>	<b>Bronze</b>
MP38 Plus HMO*	MP37 Plus HMO*	MP44 Plus HMO*	MP46 Plus HMO**
MP50 Plus HMO*	MP43 Plus HMO*	SP17 Plus HDHP HMO*	SP08 Plus HDHP HMO**
MP41 Plus HMO*	MP42 Plus HMO*		

**Section A3 – Subaccounts (Enrollment/Billing Unit)**

Please select any and all subaccounts that apply. Write the name of any additional subaccounts if needed.

Active	.....	How many invoices do you need?
COBRA	.....	.....
Cal-COBRA***	.....	
Early Retirees	.....	

\*\*\*Cal-COBRA enrollees will receive a separate Cal-COBRA Election Notice and Enrollment Form to complete. The notice includes important information regarding health care coverage options and rates.

**Section A4 – Optional Benefits Selection**

Please select the plan(s) you would like:

<b>Dental (Delta Dental)</b>	<b>Acupuncture and Chiropractic (ACN)</b>	<b>Vision (VSP)</b>
Adult Dental HMO/DS01	<i>Not available for HDHP plans</i>	Plan A / VA01 12/24/24
Decline	Acupuncture only plan ID .....	Plan B / VA02 12/12/24
	Chiropractic only plan ID .....	Plan C / VA03 12/12/12
<b>Decline All Optional Benefits</b>	Acupuncture and Chiropractic plan ID .....	Decline
	Decline	

**Section B – Group Information**

**Legal Company Name**

Street Address *(P.O. Boxes Not Accepted)*

City

County

State

ZIP

Federal Employer ID Number

SIC Code

Phone

Fax

Chief Executive Officer or Proprietor

Who is Your Worker's Compensation Carrier?

Worker's Compensation Policy Number

Are your benefits subject to ERISA regulations?

Yes

No

Benefits Administrator

Title

Phone

Email

Billing Contact *(If Different From Above)*

Billing Address same as contact

Billing City

Billing State

Billing ZIP

Billing Contact Email

Billing Contact Phone

Type of Organization

Sole Proprietorship

Corporation

Partnership

Other

**Employer Contribution:** Employees \_\_\_\_\_ % of premium

Dependents \_\_\_\_\_ % of premium

*Note: Employer must contribute a minimum of 50% of eligible employee-only premium.*

**Employee Eligibility** Minimum hours worked per week \_\_\_\_\_

**Employee Participation**

\_\_\_\_\_ Total full-time equivalent employees

\_\_\_\_\_ Total eligible employees in group

\_\_\_\_\_ Total eligible employees enrolling in Sutter Health Plus

\_\_\_\_\_ Total eligible employees waiving medical coverage from all plans

**Continuation Coverage**

Federal COBRA *(20 or more employees for at least 50% of the previous calendar year)*

Cal-COBRA *(up to 19 employees for at least 50% of the previous calendar year)*

**Section B – Group Information Cont.**

Sutter Health Plus by default will set deductibles and out-of-pocket maximums to calendar year. Please check if you would like a different option.

Other (Requires prior approval) .....

Will Sutter Health Plus be the only carrier?      Yes      No

If “No,” list total number of employees enrolled in other group health plan(s) .....

Name of other carrier(s) .....

Plan(s) offered .....

Prior carrier .....

**Section C – Broker Information**

<b>Broker/Agent Name</b>	<b>Broker Agency</b>	<b>Broker Account Manager Name</b>
Sutter Health Plus Agent ID	ACal L&D Licesnse	License Expiration Date
C-		

**Section D – Premium Payment Information**

**Section D1 – Initial Premium Payment**

Initial premium payment must be in the form of a corporate check payable to Sutter Health Plus and must be received before the group submission is considered complete. Starter checks will not be permitted unless accompanied by a letter from your financial institution confirming your account name and address.

*Please send initial premium payment to:*  
Sutter Health Plus  
Attn: Sales Department  
2480 Natomas Park Dr., Ste. 150  
Sacramento, CA 95833

**Section D2 – Subsequent Premium Payments**

To ensure we promptly process and post payments to your account, please mail premium checks to the following address:

Sutter Health Plus  
P.O. Box 740143  
Los Angeles, CA 90074-0143

Please include the group or subscriber identification number in the memo line of your check.

**Mandatory Arbitration**

Group, member (including any heirs or assigns) and Sutter Health Plus agree and understand that any and all disputes by and between them, including claims of medical malpractice (that is as to whether any medical services rendered under the health plan were unnecessary or unauthorized or were improperly, negligently or incompetently rendered), except for claims subject to ERISA, shall be determined by submission to binding arbitration. Any such dispute will not be resolved by a lawsuit or resort to court process, except as California law provides for judicial review of arbitration proceedings. Each party, including any heirs or assigns, to this Agreement is giving up its constitutional right to have any such dispute decided in a court of law before a jury, and instead is accepting the use of binding arbitration. I understand that the full arbitration provision is contained in the Group Subscriber Contract and *EOC*.

.....  
**Employer Signature**

.....  
**Date**

.....  
**Print Name and Title**

**\*Note:** This plan’s prescription drug coverage is, on average, expected to equal or exceed the value of standard Medicare Part D benefit. This is considered creditable coverage. Since this coverage is creditable, Medicare-eligible individuals do not have to enroll in a Medicare prescription drug plan while they maintain this coverage. Be aware, however, that if the individual has a subsequent break in this coverage of 63 days or longer any time after he or she was first eligible to enroll in a Medicare prescription drug plan, the individual could be subject to a late enrollment penalty in addition to the Medicare Part D premium.

**\*\*Note:** This plan’s prescription drug coverage is not, on average, expected to equal or exceed the value of standard Medicare Part D benefit. Therefore, this coverage is considered non-creditable. This is important for individuals who are or will become eligible for Medicare Part D. Most likely, the individual would receive more help with medication costs if he or she joined a Medicare Part D plan than if he or she only had coverage through this plan. The individual could also be subject to a higher premium (a penalty) if he or she does not join a Medicare drug plan when he or she first becomes eligible.

Employee eligibility dates are determined by the employer as listed on the employee enrollment form. Generally, employers cannot impose a waiting period greater than 90 days. Benefits are effective the first of the month following the waiting period. If you have questions about rules on waiting periods, please consult your legal counsel.