

**Please Read the Instructions  
Before Filling Out This Form.**

Please **TYPE OR PRINT CLEARLY** using blue  
or black ink to avoid coverage delay or type in information



MASSACHUSETTS

**Enrollment and Change Form**

Please mail to: P.O. Box 986001  
Boston, MA 02298 or fax to 1-617-246-7531

**1. To Be Filled Out by Your Employer**

Company Name			Current Medical Group #:			Medical Group # 'Transferring To':		
Current BCBS ID #, If any		Requested Effective Date		Date of Hire		Current Dental Group #:		Dental Group # 'Transferring To'
		MM	DD	YYYY	MM	DD	YYYY	
Type of Transaction				Remarks: (i.e., qualifying event for a new add, change to family or other instruction)				
<input type="checkbox"/> ADD <input type="checkbox"/> CANCEL <input type="checkbox"/> CHANGE      Three digit termination code <input type="text"/> <input type="text"/> <input type="text"/> <input type="checkbox"/> TRANSFER				<input type="checkbox"/> Open Enrollment <input type="checkbox"/> New Hire <input type="checkbox"/> COBRA		<input type="checkbox"/> Change to Family <input type="checkbox"/> Add Spouse <input type="checkbox"/> Add Dependent		<input type="checkbox"/> Loss of Coverage (HIPAA Continuation of Coverage Letter required) <input type="checkbox"/> Other: _____

**2. Yourself (Member 1)**

What products?		<input type="checkbox"/> Access Blue	<input type="checkbox"/> Blue Medicare Rx (Part D)	<input type="checkbox"/> HMO Blue New England	<input type="checkbox"/> Network Blue	Membership Type (Medical)		Membership Type (Dental)	
		<input type="checkbox"/> Blue Choice	<input type="checkbox"/> Dental Blue	<input type="checkbox"/> Managed Blue for Seniors	<input type="checkbox"/> PPO	<input type="checkbox"/> Individual <input type="checkbox"/> Family		<input type="checkbox"/> Individual <input type="checkbox"/> Family	
		<input type="checkbox"/> Blue Choice New England	<input type="checkbox"/> HMO Blue	<input type="checkbox"/> Medex (Group)	<input type="checkbox"/> Saver Blue				
First Name			M.I.		Last Name			Sex	Date of Birth
Street Address/ P.O. Box #			Apt. #		City/Town			State	Zip Code
Home Phone (      )			Cell Phone (      )			Email			
Social Security # (REQUIRED) <sup>1</sup>			Other Insurance? <sup>2</sup> Y <input type="checkbox"/> / N <input type="checkbox"/>		Other Insurance Company Name		Member Identification Number		
PCP ID # (see instructions)			Name of PCP			City / State		Is this your current PCP? Y <input type="checkbox"/> / N <input type="checkbox"/>	
Are you covered by Medicare? <sup>2</sup> Y <input type="checkbox"/> / N <input type="checkbox"/>	Part A Effective Date		Part B Effective Date		Part D Effective Date		Medicare #		
	MM	DD	YYYY	MM	DD	YYYY	MM	DD	
							Actively Working? Y <input type="checkbox"/> / N <input type="checkbox"/>	<input type="checkbox"/> 65+ <input type="checkbox"/> Disabled <input type="checkbox"/> ESRD If Retired, Date	

**3. Member 2**

Please Check One: <input type="checkbox"/> Spouse <input type="checkbox"/> Domestic Partner <input type="checkbox"/> Divorced Spouse (court ordered)   Plan Type: <input type="checkbox"/> Medical <input type="checkbox"/> Dental									
First Name			M.I.		Last Name			Sex	Date of Birth
Social Security # (REQUIRED) <sup>1</sup>			Phone (      )		Other Insurance? <sup>1</sup> Y <input type="checkbox"/> / N <input type="checkbox"/>		Other Insurance Company Name		Member Identification Number
PCP ID # (see instructions)			Name of PCP			City / State		Is this your current PCP? Y <input type="checkbox"/> / N <input type="checkbox"/>	
Are you covered by Medicare? <sup>2</sup> Y <input type="checkbox"/> / N <input type="checkbox"/>	Part A Effective Date		Part B Effective Date		Part D Effective Date		Medicare #		
	MM	DD	YYYY	MM	DD	YYYY	MM	DD	
							Actively Working? Y <input type="checkbox"/> / N <input type="checkbox"/>	<input type="checkbox"/> 65+ <input type="checkbox"/> Disabled <input type="checkbox"/> ESRD If Retired, Date	

**4. Your Eligible Dependents (Member 3, 4 and 5)**

Dependent's First Name			M.I.		Last Name			Sex	Date of Birth
Social Security # (REQUIRED) <sup>1</sup>			PCP ID # (see instructions)		Name of PCP				
Is this your current PCP? Y <input type="checkbox"/> / N <input type="checkbox"/>			Full-time student and aged 19 or older <input type="checkbox"/>			Disabled and aged 26 or older <input type="checkbox"/>			
Dependent's First Name			M.I.		Last Name			Sex	Date of Birth
Social Security # (REQUIRED) <sup>1</sup>			PCP ID # (see instructions)		Name of PCP				
Is this your current PCP? Y <input type="checkbox"/> / N <input type="checkbox"/>			Full-time student and aged 19 or older <input type="checkbox"/>			Disabled and aged 26 or older <input type="checkbox"/>			
Dependent's First Name			M.I.		Last Name			Sex	Date of Birth
Social Security # (REQUIRED) <sup>1</sup>			PCP ID # (see instructions)		Name of PCP				
Is this your current PCP? Y <input type="checkbox"/> / N <input type="checkbox"/>			Full-time student and aged 19 or older <input type="checkbox"/>			Disabled and aged 26 or older <input type="checkbox"/>			

Please check if you are using separate forms for additional dependent children ☐      Total # of dependents: \_\_\_\_\_

**5. Personal Savings Account**

<input type="checkbox"/> HSA: Health Savings Account	Start Date	End Date	FSA Goal Amount (Please see instructions for limits.): \$
<input type="checkbox"/> FSA: Health Flexible Spending Account	Start Date	End Date	Health: \$
<input type="checkbox"/> FSA: Dependent Care Reimbursement Account	Start Date	End Date	Dependent Care: \$

**6. Signature (Employer & Employee)**

The information here is complete and true. I understand that Blue Cross and Blue Shield will rely on this information to enroll me and my dependents or to make changes to my membership. I understand that I should read the subscriber certificate or benefit booklet provided by my employer to understand my benefits and any restrictions that apply to my health care plan. I understand that Blue Cross and Blue Shield may obtain personal and medical information about me to carry out its business, and that it may use and disclose that information in accordance with law. I acknowledge that I may obtain further information about the collection, use, and disclosure of my information in "Our Commitment to Confidentiality," Blue Cross and Blue Shield's notice of privacy practices.

Employee's Signature \_\_\_\_\_ Date \_\_\_\_\_      Employer's Signature \_\_\_\_\_ Date \_\_\_\_\_

1. REQUIRED: Under the Affordable Care Act, we are required to collect the Social Security number for you and any dependent enrolling in your plan.

Blue Cross Blue Shield of Massachusetts is an Independent Licensee of the Blue Cross and Blue Shield Association.