



# HEALTH BENEFIT PLAN

20547 Waverly Court, Ashburn, Virginia 20149 • 703-729-4677 or 888-636-NALC (6252)  
Brian L. Renfroe, President • Stephanie M. Stewart, Director



## IMPORTANT QUESTIONNAIRE RESPONSE REQUIRED

In order to process claims correctly and timely, the Plan must have accurate information. You may refer to Section 9. *Coordinating Benefits with Medicare and Other Coverage* in the current brochure. **Please complete this questionnaire for each person on your enrollment; then sign and return the form in the enclosed envelope, addressed to Dept. M.**

Name of Member/Dependent: \_\_\_\_\_ NALC ID#: \_\_\_\_\_

1. Are you or a covered family member insured with another insurance plan through an employer or through a group organization? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please complete the following:

Name of Insured: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Relationship to Our Member: Self \_\_\_\_\_ Spouse \_\_\_\_\_ Child \_\_\_\_\_ Other \_\_\_\_\_

Name of Employer/Organization: \_\_\_\_\_ Hire Date: \_\_\_\_\_

Name of Insurance Plan: \_\_\_\_\_

Address of Insurance Plan: \_\_\_\_\_

Telephone Number of Insurance Plan: \_\_\_\_\_

Policy #: \_\_\_\_\_ Group #: \_\_\_\_\_

Effective Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Cancellation Date (if applicable): \_\_\_\_/\_\_\_\_/\_\_\_\_

Does this insurance cover: Hospital \_\_\_\_\_ Medical \_\_\_\_\_ Dental \_\_\_\_\_ Drugs \_\_\_\_\_ Vision \_\_\_\_\_

This policy covers: Self Only \_\_\_\_\_ Self and Spouse \_\_\_\_\_ Family \_\_\_\_\_

Insurance is through: Active Employment \_\_\_\_\_ Retirement \_\_\_\_\_ Date of Retirement: \_\_\_\_/\_\_\_\_/\_\_\_\_

Name of Prescription Drug Plan: \_\_\_\_\_

Address of Prescription Drug Plan: \_\_\_\_\_

Phone Number of Prescription Drug Plan: \_\_\_\_\_

Prescription Drug Plan Policy Number: \_\_\_\_\_

Effective Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Cancellation Date (if applicable): \_\_\_\_/\_\_\_\_/\_\_\_\_

**Please include a copy (front and back) of the other company's insurance card.**

2. Are you or another covered family member receiving treatment for a condition related to an accidental injury? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please complete the following:  
 Patient name: \_\_\_\_\_ Is claim covered by no-fault auto insurance? Yes \_\_\_\_\_ No \_\_\_\_\_  
 What is the condition for which treatment is given? \_\_\_\_\_  
 Third party liability (subrogation): Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, insurance company's name and address: \_\_\_\_\_
3. Are you or a covered family member receiving treatment because of a workplace related illness or injury that has been or will be claimed under OWCP or similar Federal/State Workers' Compensation laws? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, who is receiving treatment? \_\_\_\_\_

What is the condition for which treatment is given? \_\_\_\_\_

4. Do you or anyone in your family have Medicare coverage? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please answer the following questions for each individual:

Name of First Individual: \_\_\_\_\_ Medicare ID#: \_\_\_\_\_

Effective Date of Part A (Hospital Insurance): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Effective Date of Part B (Medical Insurance): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Effective Date of Part D (Prescription Drug Insurance): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Do you have a Medicare Advantage policy? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what is the policy #: \_\_\_\_\_ Effective Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Name of Second Individual: \_\_\_\_\_ Medicare ID#: \_\_\_\_\_

Effective Date of Part A (Hospital Insurance): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Effective Date of Part B (Medical Insurance): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Effective Date of Part D (Prescription Drug Insurance): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Do you have a Medicare Advantage policy? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what is the policy #: \_\_\_\_\_ Effective Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Please include a copy of the Medicare card for each individual.**

To the best of my knowledge, the information provided is true and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**If additional covered family members have other insurance, please provide the information here, or attach another sheet.**