



# Individual and Family Policy Enrollment Form Dental Only Montana

## Thank you for choosing PacificSource!

You may also enroll online at **[PacificSource.com/find-an-individual-plan](https://www.pacificsource.com/find-an-individual-plan)**.

## Before you get started

What you'll need to complete this enrollment form:

- A blue or black pen (if you're not filling it out electronically).
- Information, such as your old ID card, from any insurance company that currently or recently covered you or your family. This information is needed to determine creditable coverage.
- A copy of any documentation you may need to show legal guardianship.
- Your health insurance agent's information, if applicable.
- Your first month's premium payment (required before your policy will take effect).

You are eligible to enroll if:

- You are a resident of the state of Montana.
- Your spouse/domestic partner (if applicable) is your legal spouse/domestic partner.
- Your children (if applicable) are your natural or adopted children, under age 26 or you are their legal guardian.
- Your employer will not be paying, or reimbursing you, for any part of the premium.

## Need help?

If you have questions about any part of this enrollment form, we'd be happy to help. You can reach a PacificSource Coverage Advisor at (855) 330-2792.

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## What Happens After You Submit Your Application

We'll begin processing your application, and in the coming weeks, you'll receive a few things from us. To get information faster, include your email address in your application.

1. Look for your ID cards in the mail close to the date your plan begins.
2. We'll also mail your full policy.

***Please keep a copy of this application for your records.***

**If you would like to enroll in a PacificSource Individual medical policy, please complete an Individual and Family Enrollment Form, instead.**

**1** | What type of coverage would you like?

**New Coverage**

- For myself only
- For myself + my spouse/domestic partner
- For myself + my family
- For my child(ren) or legal dependent(s) only

**Change to My Current Coverage**

- Or** Current PacificSource ID No. \_\_\_\_\_  
(This can be found on your ID card.)
- Add family member(s)
- Change my plan as shown below

**2** | Choose a plan

- Dental Choice 0-20-50 1000
- Dental Choice 0-20-50 1500
- Kids Dental Choice 0-20-50 (for members age 18 and under)

This policy includes pediatric dental coverage that meets the requirements of the Affordable Care Act.

**3** | Select a coverage date

What date would you like the coverage to begin?      1st   or      15th of \_\_\_\_/\_\_\_\_ Mo/Yr.

## Enrolling myself and my family

List all family members you would like insured. Only your legal spouse, domestic partner, and dependent children are eligible.

**\*Race/Ethnicity** (choose the code that each family member would most closely identify with): **AI**-American Indian/Alaska Native, **A**-Asian, **B**-Black/African American, **H**-Hispanic/Latino, **N**-Native Hawaiian/Other Pacific Islander, **W**-White/Caucasian

**4** | Myself (Required)

If this is a child/dependent only policy, PacificSource requires the responsible parent or guardian to include their information.

Name (First, MI, Last) \_\_\_\_\_

Gender (M/F) \_\_\_\_\_ Social Security No. \_\_\_\_\_

Race/Ethnicity\* \_\_\_\_\_ Date of Birth (MM-DD-YY) \_\_\_\_\_

Marital Status                      Single                      Married                      Domestic Partnership

Physical Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ County \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

**5** | **Spouse or Domestic Partner** (Skip to section 6 if not enrolling a spouse or domestic partner.)

Name (First, MI, Last) \_\_\_\_\_

Gender (M/F) \_\_\_\_\_ Social Security No. \_\_\_\_\_

Race/Ethnicity\* \_\_\_\_\_ Date of Birth (MM-DD-YY) \_\_\_\_\_

**6** | **Dependent Child** (Skip to section 7 if not enrolling dependents.)

Name (First, MI, Last) \_\_\_\_\_

Gender (M/F) \_\_\_\_\_ Social Security No. \_\_\_\_\_

Race/Ethnicity\* \_\_\_\_\_ Date of Birth (MM-DD-YY) \_\_\_\_\_

**Dependent Child**

Name (First, MI, Last) \_\_\_\_\_

Gender (M/F) \_\_\_\_\_ Social Security No. \_\_\_\_\_

Race/Ethnicity\* \_\_\_\_\_ Date of Birth (MM-DD-YY) \_\_\_\_\_

**Dependent Child**

Name (First, MI, Last) \_\_\_\_\_

Gender (M/F) \_\_\_\_\_ Social Security No. \_\_\_\_\_

Race/Ethnicity\* \_\_\_\_\_ Date of Birth (MM-DD-YY) \_\_\_\_\_

**Dependent Child**

Name (First, MI, Last) \_\_\_\_\_

Gender (M/F) \_\_\_\_\_ Social Security No. \_\_\_\_\_

Race/Ethnicity\* \_\_\_\_\_ Date of Birth (MM-DD-YY) \_\_\_\_\_

**Dependent Child**

Name (First, MI, Last) \_\_\_\_\_

Gender (M/F) \_\_\_\_\_ Social Security No. \_\_\_\_\_

Race/Ethnicity\* \_\_\_\_\_ Date of Birth (MM-DD-YY) \_\_\_\_\_

Attach additional pages if needed I have attached \_\_\_\_\_ pages

## 7 My Other Insurance Information

Do you, or any people listed on this enrollment form, have other dental insurance coverage, including commercial (employer group or individual dental insurance), or Medicare Advantage coverage?    Yes    No    (If no other coverage, skip to section 8.)

Name of other insurance company(ies) (include address and phone if available)

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Name(s) of individual(s) covered

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Date coverage began \_\_\_\_/\_\_\_\_/\_\_\_\_    Date coverage ended \_\_\_\_/\_\_\_\_/\_\_\_\_

Is coverage active?    Yes    No    Policy No. \_\_\_\_\_

If group insurance, name of group \_\_\_\_\_

## 8 Certify, Authorize, and Sign

Be sure to sign and date the enrollment form on this and the following page. Your spouse or domestic partner's signature is also required (if applicable) as is the signature of any child over the age of 18.

### **Certification of Completeness and Correctness**

I affirm that the answers given in this enrollment form are complete and correct. I am providing these answers as part of the enrollment form procedure required by PacificSource to enroll in its insurance coverage. I understand that if this enrollment form contains any intentional misrepresentation of material fact or fraud, PacificSource may modify or cancel the contract, and/or take any other legal action available by law. I will promptly inform PacificSource in writing if anything happens before my coverage takes effect that makes the information I have provided on this enrollment form incomplete or incorrect. I understand and agree that no coverage will be in force until accepted by PacificSource. If accepted, coverage will be in force as of the effective date determined by PacificSource. A representative of PacificSource may contact me to clarify answers on this enrollment form. Representations made by the enrollee are deemed to be representations made on behalf of each person covered under this policy. However, changes to the enrollment form will not be effective until approved in writing by the enrollee. An enrollment form received by PacificSource requiring alterations will be modified by amendment and sent to the enrollee for signature. As the enrollee, I understand I have the right to inspect the information in my file.

### **Electronic Communications Consent**

By checking the "Yes" box below, you are affirming consent to receive secured electronic communications from PacificSource regarding your application and/or enrollment status, changes in insurance coverage and termination of coverage.

Your consent continues while the plan you enroll in is effective. You may, at any time, opt out of electronic communications by contacting the Customer Service Department at (888) 977-9299. You may request a free paper copy of your application and/or enrollment information by contacting our Commercial Enrollment and Billing Department via email at [individual@pacificsource.com](mailto:individual@pacificsource.com), or by phone at (866) 695-8684. Electronic communications are offered as a convenience only. Your decision to not receive electronic communications will not affect your enrollment. There is no charge associated with switching to paper.

In order to complete the application electronically, you must have a personal computer or other device capable of accessing the internet and the ability to view and revise Portable Document Format (PDF) files. PacificSource may also send PDF documents to you as part of the application process. You can obtain a free copy of software to view PDF files at <http://get.adobe.com/reader/>. PacificSource takes the security of electronic information and communications seriously. If you have any questions about our encryption, technical hardware or software, or our security policies and procedures, please contact us at [individual@pacificsource.com](mailto:individual@pacificsource.com).

I agree:        Yes        No        Email address \_\_\_\_\_

**I (We) have reviewed and understand the authorization above.**

Enrollee/Responsible Party/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**If enrolling in coverage:**

Spouse/Domestic Partner                      Signature \_\_\_\_\_ Date \_\_\_\_\_

Child age 18 or older                              Signature \_\_\_\_\_ Date \_\_\_\_\_

Child age 18 or older                              Signature \_\_\_\_\_ Date \_\_\_\_\_

**Required if enrollee is a minor:**

Printed name of        Parent        or        Guardian \_\_\_\_\_

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

**This enrollment form must be signed and dated. All fields must be completed for this authorization to be valid. Once accepted, PacificSource will provide the policyholder with a copy of this completed form with the policy. The policy provides dental benefits only.**

**9** | [Agent Authorization](#) (Skip to section 10 if you are not working with an agent.)

I, the insurance agent, have not made any representations to the enrollee about any provisions, benefits, conditions, or limitations of the policy except through written material furnished by PacificSource. The enrollee has been informed that the effective date of coverage is assigned only by PacificSource. I hereby certify that information supplied to me by the enrollee has been truly and accurately recorded hereon.

Enrollee's Name (printed) \_\_\_\_\_

Agent's Name (printed) \_\_\_\_\_

PacificSource Agent No. \_\_\_\_\_

Agent's Signature \_\_\_\_\_ Date \_\_\_\_\_

**10** | [How Do You Prefer to Pay for Future Premiums?](#)

Your first month's premium must be received by check or money order before your policy will take effect. We will not accept third party payments except as required by federal law.

**Please select your method of payment for future premium payments. Reminder: Your first month's premium can only be paid with a check or money order.**

Send me a paper bill by mail each month  
(Skip to section 11)

Automatic withdrawal from my bank account  
(EFT). *The first month's payment cannot be  
made by EFT.*

**We authorize and direct PacificSource Health Plans to withdraw funds as follows:**

Amount of monthly withdrawal \$\_\_\_\_\_ Withdrawals will occur on the 5th of each month.

Select one:    Begin transfers on next available date    Delay transfers until \_\_\_\_\_(Mo.)

**Bank information**

Bank Name \_\_\_\_\_

Account No. \_\_\_\_\_ Routing No. \_\_\_\_\_

**Account Type**

Checking—Attach a voided check    Savings—Attach a voided savings withdrawal slip

This authorization will remain in effect until termination by either party. If the individual policy premium changes due to a rate increase, alternate plan selection, or age change of the policyholder, this authorization will automatically be amended to authorize withdrawal of an amount equal to the new premium.

Policyholder's Name (printed) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Bank Account Holder \_\_\_\_\_ Date \_\_\_\_\_

**Important details about the automatic withdrawal of your monthly premiums:**

- New accounts take 30 days to set up. If your policy is accepted and coverage starts sooner than your automatic withdrawal is set up, you may need to pay by check until the funds transfer is in place.
- Transfers occur on the 5th of each month. If the 5th falls on a weekend or a holiday, the transfer will occur on the next business day.
- Transfers will be made for the premium balance due.
- If EFT is not set up prior to the bill date of the second month, you may receive a paper bill for the second month.

**11 | Are You Ready to Submit?**

Are all sections filled in completely?

Have you attached requested paperwork (i.e., guardianship documentation, etc.)?

Did you select a policy coverage date on page 2?

Have you included a check or money order for your first month's premium payment?

Have you selected an ongoing payment option and attached a voided check if needed?  
(See section 10)

Send your signed, completed enrollment form and attachments to us by:

**Email:** Individual@pacificsource.com

**Fax:** (541) 225-3646

**Mail:** PacificSource Health Plans, PO Box 7068, Springfield, OR 97475-0068

Thank you for enrolling!

## Discrimination Is Against the Law

PacificSource complies with applicable federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. PacificSource does not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.

### PacificSource:

- Provides 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)
- Provides free language services to people whose primary language is not English, such as:
  - Qualified interpreters
  - Information written in other languages

If you need these services, contact Customer Service at (888) 977-9299 or, for TTY users, (800) 735-2900, 7:00 a.m. to 5:00 p.m.

If you believe that PacificSource 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 Civil Rights Coordinator, PO Box 7068, Springfield, OR 97475-0068, (888) 977-9299, TTY 711, fax (541) 684-5264, or email [crc@pacificsource.com](mailto:crc@pacificsource.com). Please indicate you wish to file a civil rights grievance. You can file a grievance in person or by mail, fax, or email. If you need help filing a grievance, the PacificSource Customer Service Department is available to help you.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at [OCRPortal.hhs.gov/ocr/portal/lobby.jsf](http://OCRPortal.hhs.gov/ocr/portal/lobby.jsf), or by mail or phone at:

U.S. Department of Health and Human Services  
 200 Independence Avenue, SW  
 Room 509F, HHH Building  
 Washington, DC 20201  
 (800) 368-1019, (800) 537-7697 (TDD)

Complaint forms are available at [HHS.gov/ocr/office/file/index.html](http://HHS.gov/ocr/office/file/index.html).

Arabic	بخصوص PacificSource Health Plans ، فلديك الحق في الحصول على المساعدة والمعلومات تكلفة. للتحدث مع مترجم اتصل بـ (888) 977-9299. إن كان لديك أو لدى شخص تساعده أسئلة الضرورية بل غتتك من دون اية
Cambodian-Mon-Khmer	ប្រសិនបើអ្នក ឬអ្នកដទៃ កំពុងជួបប្រទះបញ្ហា ក្នុងការប្រើប្រាស់ PacificSource Health Plans ប្រសិនបើអ្នក ឬអ្នកដទៃ មានសំណួរ អំពី ប្រព័ន្ធនេះ ឬមានបញ្ហា ផ្សេងៗទៀត ទាក់ទងនឹងប្រព័ន្ធនេះ ទាក់ទងនឹងការប្រើប្រាស់ប្រព័ន្ធនេះ ឬមានបញ្ហា ផ្សេងៗទៀត ទាក់ទងនឹងការប្រើប្រាស់ប្រព័ន្ធនេះ សូម ទូរស័ព្ទ (888) 977-9299.
Chinese	如果您，或是您正在協助的對象，有關於[插入 SBM 項目的名稱 PacificSource Health Plans 方面的問題，您 有權利免費以您的母語得到幫助和訊息。洽詢一位翻譯員，請撥電話 [在此插入數字 (888) 977-9299.
Cushite-Oromo	Isin yookan namni biraa isin deeggartan PacificSource Health Plans irratti gaaffii yo qabaattan, kaffaltii irraa bilisa haala ta'een afaan keessaniin odeeffannoo argachuu fi deeggarsa argachuuf mirga ni qabdu. Nama isiniif ibsu argachuuf, lakkoofsa bilbilaa (888) 977-9299 tiin bilbilaa.

French	Si vous, ou quelqu'un que vous êtes en train d'aider, a des questions à propos de PacificSource Health Plans, vous avez le droit d'obtenir de l'aide et l'information dans votre langue à aucun coût. Pour parler à un interprète, appelez (888) 977-9299.
German	Falls Sie oder jemand, dem Sie helfen, Fragen zum PacificSource Health Plans haben, haben Sie das Recht, kostenlose Hilfe und Informationen in Ihrer Sprache zu erhalten. Um mit einem Dolmetscher zu sprechen, rufen Sie bitte die Nummer (888) 977-9299 an.
Japanese	ご本人様、またはお客様の身の回りの方でもPacificSource Health Plans についてご質問がございましたら、ご希望の言語でサポートを受けたり、情報を入力したりすることができます。料金はかかりません。通訳とお話される場合、(888) 977-9299までお電話ください。
Korean	만약 귀하 또는 귀하가 돕고 있는 어떤 사람이 PacificSource Health Plans 에 관해서 질문이 있다면 귀하는 그러한 도움과 정보를 귀하의 언어로 비용 부담없이 얻을 수 있는 권리가 있습니다. 그렇게 통역사와 얘기하기 위해서는 (888) 977-9299로 전화하십시오.
Persian-Farsi	ميكنيدي ، سوال در مورد PacificSource Health Plans ، داشته باشيد حق اين را داريد كه كمك دريافت نماييد.(888) 977-9299 تماس حاصل نماييد. اگر شما، يا كسي كه شما به او كمك و اطالعات به زبان خود را به طور رايگان
Romanian	Dacă dumneavoastră sau persoana pe care o asistați aveți întrebări privind PacificSource Health Plans, aveți dreptul de a obține gratuit ajutor și informații în limba dumneavoastră. Pentru a vorbi cu un interpret, sunați la (888) 977-9299.
Russian	1Если у вас или лица, которому вы помогаете, имеются вопросы по поводу PacificSource Health Plans, то вы имеете право на бесплатное получение помощи и информации на вашем языке. Для разговора с переводчиком позвоните по телефону (888) 977-9299.
Spanish	Si usted, o alguien a quien usted está ayudando, tiene preguntas acerca de PacificSource Health Plans, tiene derecho a obtener ayuda e información en su idioma sin costo alguno. Para hablar con un intérprete, llame al (888) 977-9299.
Thai	หากคุณ หรือคนที่คุณ กำลังช่วยเหลือมีค ำถามเกี่ยวกับ PacificSource Health Plans คุณมีสิทธิที่จะได้รับความช่วยเหลือ และข้อมูลในภาษาของคุณได้โดยไม่มีค่าใช้จ่าย โปรดคุย กับ ลาม โทร (888) 977-9299.
Ukrainian	Якщо у Вас чи у когось, хто отримує Вашу допомогу, виникають питання про PacificSource Health Plans, у Вас є право отримати безкоштовну допомогу та інформацію на Вашій рідній мові. Щоб зв'язатись з перекладачем, задзвоніть на (888) 977-9299.
Vietnamese	Nếu quý vị, hay người mà quý vị đang giúp đỡ, có câu hỏi về PacificSource Health Plans, quý vị sẽ có quyền được giúp và có thêm thông tin bằng ngôn ngữ của mình miễn phí. Để nói chuyện với một thông dịch viên, xin gọi (888) 977-9299.