

# Instructions

## Section 1 To Be Filled Out by Your Employer

Your employer will fill out this section.

Type of Transaction—Check the box(es) that apply.

Subscriber Cancellation Codes—If the subscriber won't be continuing any Blue Cross Blue Shield coverage, carefully select one of the following and indicate the three-digit code on the form.

Code #	Reason for Canceling
041	<ul style="list-style-type: none"> <li>Changing to other health plan</li> <li>Voluntary termination</li> <li>COBRA cancellation (under 18 months or nonpayment)</li> </ul>
042	<ul style="list-style-type: none"> <li>Over 65, changing to Group Medex<sup>®</sup> plan. (Requires Medicare A and B)</li> <li>Over 65, changing to direct-pay Medex plan. (Requires Medicare A and B)</li> <li>Over 65, changing to Medicare supplement other than Medex plans.</li> </ul>
043	<ul style="list-style-type: none"> <li>Medicare (age = &lt; 65)</li> </ul>

Code #	Reason for Canceling
061	<ul style="list-style-type: none"> <li>Left employment</li> <li>COBRA ending</li> </ul>
063	<ul style="list-style-type: none"> <li>Transfer</li> </ul>
064	<ul style="list-style-type: none"> <li>Cancellation as of original effective date</li> </ul>
070	<ul style="list-style-type: none"> <li>Deceased</li> </ul>
071	<ul style="list-style-type: none"> <li>Moved out of state (out of HMO service area)</li> </ul>
076	<ul style="list-style-type: none"> <li>Military service</li> </ul>

Note: If your subscribers are adding or dropping one benefit only (medical/dental), please indicate "add medical," "add dental," "cancel medical," or "cancel dental" in the "Remarks" section.

If your new hires are subject to a probationary period, please indicate the time frame in the "Remarks" section, as well as the qualifying events for new enrollees.

If a subscriber is being moved from an active group to a retiree group (within the same account), this is a transfer and not a termination. Please include the Medical or Dental Group # transferring to.

Cancellation date will be the first day of no coverage.

Qualifying Events—Remarks:

To assist in the enrollment process, please use check boxes or write in applicable information in the "Remarks" section of the form.

- Open Enrollment—Check this box for open enrollment.
- New Hire—Check this box for new hires to the company.
- COBRA—Check this box if person is continuing coverage under COBRA.
- Add Spouse—Check this box if spouse is being added. Ensure date of marriage is within approved retroactive period.
- Add Dependent—Check this box if adding any dependent.
- Loss of Coverage—Check this box if employee lost coverage through spouse or parent. Please include HIPAA Continuation of Coverage Letter from prior company/insurer.
- If you have questions, contact your account service representative.
- Other—Check this box if change to family requires additional explanation. Please write in the reason for change (e.g., court order, adoption, New Dependent Law under HCR, legal guardianship, etc.). Include supporting documentation.
- If you have questions, contact your account service representative.

## Section 2 Yourself (Member 1)

Please fill in all information that applies to you. (REQUIRED)\*

PCP ID#—If your health plan requires you to choose a primary care physician (PCP), please fill in this section. Write the PCP ID number (*not* the telephone number) of the doctor you have chosen to coordinate your health care. You'll find the doctor's PCP ID number in the provider directory for your health plan. If you need help choosing a PCP, please call our Physician Selection Service at 1-800-821-1388. A representative will be happy to help you select a doctor. PCP ID number can be found at bluecrossma.com, select Find a Doctor.

Other Insurance—Do you have other health insurance or Medicare in addition to your Blue Cross Blue Shield plan? Please be sure to circle either Y (for *yes*) or N (for *no*) in the correct box. If you have other insurance, please write the name of the other insurance company and your member identification number.

To Add or Delete a Member—Are you adding or deleting a member under your existing membership? If yes, please fill in the areas in Sections 1 and 2. You may need help from your employer to fill in Section 1. Then, give us the details about the members you're adding or deleting in Section 3 and/or Section 4.

## Section 3 Member 2

If you choose a Family membership, please fill in this section if you want Member 2 to be covered. (REQUIRED)\* (Note: Member 2 cannot be covered under an Individual membership.)

Other Insurance—Does your spouse or partner have other health insurance or Medicare? Please be sure to circle either Y (for *yes*) or N (for *no*) in the correct box. If your spouse or partner has other insurance, please write the name of the other insurance company and your member identification number.

## Section 4 Your Eligible Dependents (Members 3, 4, and 5)

If you choose a Family membership, please fill in this section for all children or other eligible dependents you want to be covered. (REQUIRED)\* (Note: Dependents cannot be covered under an Individual membership.)

If you have more than three dependents to be covered, please use additional Enrollment Forms as needed. Please indicate on the form that additional forms have been used and write in the total number of dependents you want to be enrolled.

## Section 5 Signatures (Employer & Employee)

Employee: Please sign and date the application and return it to your employer. Employer: Please sign and date the application and return to Blue Cross Blue Shield of Massachusetts.

Please mail to:

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

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

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

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

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

### 2. Yourself (Member 1)

What products? <input type="checkbox"/> Network Blue® New England \$1,000 Deductible <input type="checkbox"/> Network Blue® New England \$2,000 Deductible <input type="checkbox"/> Blue Care Elect Preferred <input type="checkbox"/> Dental Blue® Program 2 <input type="checkbox"/> Medex® 2				Membership Type (Medical) <input type="checkbox"/> Individual <input type="checkbox"/> Family	
				Membership Type (Dental) <input type="checkbox"/> Individual <input type="checkbox"/> Family	
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? 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? Y <input type="checkbox"/> / N <input type="checkbox"/>	Part A Effective Date MM DD YYYY	Part B Effective Date MM DD YYYY	Part D Effective Date MM DD YYYY	Medicare #	<input type="checkbox"/> 65+ <input type="checkbox"/> Disabled <input type="checkbox"/> ESRD If Retired, Date
				Actively Working? Y <input type="checkbox"/> / N <input type="checkbox"/>	

### 3. Member 2

Please Check One: <input type="checkbox"/> Spouse <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? 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? Y <input type="checkbox"/> / N <input type="checkbox"/>	Part A Effective Date MM DD YYYY	Part B Effective Date MM DD YYYY	Part D Effective Date MM DD YYYY	Medicare #	<input type="checkbox"/> 65+ <input type="checkbox"/> Disabled <input type="checkbox"/> ESRD If Retired, Date
				Actively Working? Y <input type="checkbox"/> / N <input type="checkbox"/>	

### 4. Your Eligible Dependents (Members 3, 4, and 5)

Dependent's First Name 3.)	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"/>	Plan Type: <input type="checkbox"/> Medical <input type="checkbox"/> Dental		
Dependent's First Name 4.)	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"/>	Plan Type: <input type="checkbox"/> Medical <input type="checkbox"/> Dental		
Dependent's First Name 5.)	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"/>	Plan Type: <input type="checkbox"/> Medical <input type="checkbox"/> Dental		

Please check if you're using separate forms for additional dependent children ☐

Total # of dependents: \_\_\_\_\_

### 5. Signatures (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're required to collect the Social Security number for you and any dependent enrolling in your plan.

Blue MedicareRx (PDP) Medicare Prescription Drug Plan

# 2026 ENROLLMENT FORM

Return completed applications to your employer.  
Please refer to the Blue MedicareRx (PDP) Evidence of Coverage for a complete listing of all plan benefits, conditions, limitations, and exclusions of coverage.

Please contact Blue MedicareRx (PDP) if you need information in another format or if you'd like information in any languages other than English.

## Step 1: Please provide information about you. (Please print clearly.)

Group employer name:

Requested effective date of coverage:

First name:

Last name:

Middle initial (optional):

Birth date: (MM/DD/YYYY) (\_\_\_\_/\_\_\_\_/\_\_\_\_) Sex: ☐ Male ☐ Female Home phone number:

Permanent residence street address (Don't enter a P.O. Box):

City: County (optional): State: ZIP code:

Mailing address (only if different from your permanent residence address):

Street/P.O. Box: City: State: ZIP code:

Retirement date: (MM/DD/YYYY) (\_\_\_\_/\_\_\_\_/\_\_\_\_)

## Step 2: Your Medicare information

Medicare Number: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

## Step 3: Signature

Please read the front and back of this application before providing signatures.

I understand that my signature below (or the signature of the person authorized to act on my behalf under the laws of the State where I reside) on this application means that I have read and understand the contents of this application. If signed by an authorized individual (as described above), this signature certifies that 1) this person is authorized under State law to complete this enrollment and 2) documentation of this authority is available upon request by Blue MedicareRx (PDP) or by Medicare.

Signature: Today's date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

If you're the authorized representative, you must sign above and provide the following information:

Name:

Phone number: Relationship to enrollee:

Street/P.O. Box: City: State: ZIP code:

**Step 4:** Please answer these important questions. All fields in this section are optional.

Do you work? ☐ Yes ☐ No

Does your spouse work? ☐ Yes ☐ No

Will you have other prescription drug coverage (like VA, TRICARE®) in addition to Blue MedicareRx? Yes ☐ No ☐

Name of other coverage:

Group number for this coverage:

Member number for this coverage:

**Step 5:** Please read this important information.

**You may only enroll in this plan if you're a retiree or the spouse/dependent of a retiree** who qualifies for this Blue MedicareRx (PDP) plan based upon prior employment with the employer or union offering this plan. This plan isn't available to individuals who work enough hours to qualify to enroll in the employer health plans offered to active employees by the employer or union offering this plan.

**If you're a member of a Medicare Advantage Plan (like an HMO or PPO)**, you may already have prescription drug coverage as part of your Medicare Advantage plan. By joining Blue MedicareRx (PDP), your membership in your Medicare Advantage plan may end. This will affect both your doctor and hospital coverage, as well as your prescription drug coverage. Read the information that your Medicare Advantage plan sends you and if you have questions, contact your Medicare Advantage plan.

**If you currently have health coverage from another employer or union**, joining Blue MedicareRx (PDP) could affect your employer or union health benefits. Read the communications your employer or union sends you. If you have questions, visit their website, or contact the office listed in their communications. If there is no information on whom to contact, your benefits administrator or the office that answers questions about your coverage can help.

**If you want to join a plan but have no permanent residence**, a Post Office Box, an address of a shelter or clinic, or the address where you receive mail (e.g., Social Security checks) may be considered your permanent residence address.

**Step 6:** Application agreement important: Read this information before signing.

- I must keep Hospital (Part A) or Medical (Part B) to stay in Blue MedicareRx (PDP).
- By joining this Medicare Prescription Drug Plan, I acknowledge that Blue MedicareRx (PDP) will share my information with Medicare, who may use it to track my enrollment, to make payments, and for other purposes allowed by Federal law that authorize the collection of this information (see Privacy Act Statement below). Your response to this form is voluntary. However, failure to respond may affect enrollment in the plan.
- I understand that I can be enrolled in only one Part D plan at a time – and that enrollment in this plan will automatically end my enrollment in another Part D plan.
- The information on this enrollment form is correct to the best of my knowledge. I understand that if I intentionally provide false information on this form, I will be disenrolled from the plan.

## Privacy Act Statement:

The Centers for Medicare & Medicaid Services (CMS) collects information from Medicare plans to track beneficiary enrollment in Medicare Advantage (MA) or Prescription Drug Plans (PDP), improve care, and for the payment of Medicare benefits. Sections 1860D-1 of the Social Security Act and 42 CFR §§ 423.30 and 423.32 authorize the collection of this information. CMS may use, disclose and exchange enrollment data from Medicare beneficiaries as specified in the System of Records Notice (SORN) "Medicare Advantage Prescription Drug (f)", System No. 09-70-0588. Your response to this form is voluntary. However, failure to respond may affect enrollment in the plan.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0938-1378. The time required to complete this information is estimated to average 20 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: CMS, 7500 Security Boulevard, Attn: PRA Reports Clearance Officer, Mail Stop C4-26-O5, Baltimore, Maryland 21244-1850.

### **IMPORTANT**

Don't send this form or any items with your personal information (such as claims, payments, medical records, etc.) to the PRA Reports Clearance Office. Any items we get that aren't about how to improve this form or its collection burden (outlined in OMB 0938-1378) will be destroyed. It won't be kept, reviewed, or forwarded to the plan. See the first page of this document to submit your completed form.

Anthem Insurance Companies, Inc., Blue Cross and Blue Shield of Massachusetts, Inc., Blue Cross & Blue Shield of Rhode Island, and Blue Cross and Blue Shield of Vermont are the legal entities which have contracted as a joint enterprise with the Centers for Medicare & Medicaid Services (CMS) and are the risk-bearing entities for Blue MedicareRx(PDP) plans. The joint enterprise is a Medicare-approved Part D sponsor.

Enrollment in Blue MedicareRx (PDP) depends on contract renewal.

Blue MedicareRx complies with applicable federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, sex, sexual orientation, or gender identity.

Independent Licensees of the Blue Cross and Blue Shield Association.

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