



Late enrollment acknowledgement

FOR SMALL GROUPS

We want you to know, while we will certainly do our best to implement your group as quickly as possible, Premera Blue Cross HMO must receive all completed enrollment materials by the **10th of the month for the following month's effective date**. Materials received between the **11th and 20th of the month** must include a copy of this late enrollment acknowledgment letter, completed and signed by the designated group representative and group producer.

Enrollment materials received after the 10th of the month will likely experience delays in receiving the following:

- ID cards
- Access to pharmacy benefits
- Benefit booklets
- Initial billing statement

ATTESTATION: Please sign below to acknowledge you understand the potential impact to your employees and their families and have told them of these impacts by sharing the following statement with them:

Due to late submission of our health benefit enrollment materials, your family may not receive your ID cards or be able to access pharmacy benefits by the effective date of coverage. Initially, you may need to pay upfront for services until you're entered into the Premera HMO system.

Group name

_____ Title _____
Group representative name (please print)

_____ Date _____
Signature

General agent/producer of record (please print)

_____ Date _____
Signature