



## Employer Group Enrollment Application and Participation Agreement COSE Health and Wellness Trust (MEWA)

initial enrollment     change

1. Group/Company Information				
Business Name			Requested Effective Date	
Has this business ever been known by another name? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what name(s)?			Chamber Membership #	
Business Address (No P.O. Boxes)			Billing Address	
City	County	State	Zip Code	Business Phone Number
Chief Executive Officer		Billing Contact		Business Fax Number
Business E-Mail		Number of years in business (If less than one year specify the date the business started.)		
Type of Business (be specific)		SIC Code		Employer/Federal Tax ID #
Do you have any affiliations with other companies or unions (include parent, subsidiary, joint venture, etc...) ? <input type="checkbox"/> Yes <input type="checkbox"/> No    If yes, please describe. _____  If yes, do any of these affiliates qualify as a single employer under subsection (b), (c), (m), or (o) of the Internal Revenue Code Section 414? If yes, please give the legal names, federal tax ID# and number of employees.  _____ _____ _____				

## 2. Enrollment Criteria

**Minimum Hour Requirement:** What is the minimum # of hours to be worked per week for employees to be considered eligible for benefits\* \_\_\_\_\_

\* Hours must be between 20-30 hours per week, for full time eligibility.

**Probationary Period:** Per ACA guidelines, your group probationary period may not exceed 90 calendar days. Therefore, eligible members electing coverage shall be effective no later than their 91st calendar day of employment.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Date of Hire                            | <input type="checkbox"/> First of month following 30 calendar days | <input type="checkbox"/> 90 calendar days following Date of Hire                        |
| <input type="checkbox"/> First of month following Date of Hire   | <input type="checkbox"/> 60 calendar days following Date of Hire   | <input type="checkbox"/> Other (not to exceed 90 calendar days from Date of Hire) _____ |
| <input type="checkbox"/> 30 calendar days following Date of Hire | <input type="checkbox"/> First of month following 60 calendar days |   |
- Probationary Period for Rehire  Same as Above  Other \_\_\_\_\_

Waive probationary period for initial enrollment?  Yes  No

Are there any other employer imposed eligibility requirements?  Yes  No  
If "yes", explain: \_\_\_\_\_

**Employer Contributions\***    Single    2-Person    Family    Retiree  
(Check box and specify amount)     \_\_\_\_\_%     \_\_\_\_\_%     \_\_\_\_\_%  
\*Employer must pay at least 50% of the average monthly single employee rate.

### Participation

(Total number of employees applying and waivers must equal total number of full-time employees)

\*\*Including owners, officers and partners who receive compensation from the company, reported on a tax form other than a 1099.

	Active**	COBRA/state continuation	Retired**
Total number of current employees (part time & full time)			
Total number of full-time equivalents			
Total number of eligible employees			
Number of eligible employees applying for coverage			
Total number of ineligible employees			
Total number of waivers			

Total number of Medicare primary retirees:

Total number of Medicare non-primary retirees:

Provide details below for anyone currently eligible or enrolled in COBRA or state continuation.

Name	Social Security #	Beginning Date	Expiration Date	Qualifying Event

Provide details below for any retirees who meet the eligibility requirements AND are members of a formal retirement program.

Name	Social Security #	Age at Retrmt	Date of Retrmt	Date of Hire	Avg. Hrs. Worked Per Week Prior to Retrmt

### 3. Recent Health Changes

Are you aware of any medical conditions present for enrolling members that may not yet have been disclosed to Medical Mutual during the past 90 days?  Yes  No

If yes, please describe \_\_\_\_\_

### 4. Products

#### Medical, dental and vision benefits

##### Health Plan Options

##### **HSA Options**

- HSA 2000 MMRx Agg.
- HSA 3000 w/PD Rx
- HSA 4000 w/PD Rx
- HSA 5000 w/PD Rx
- HSA 6550 MMRx

##### **HRA Options**

- HRA 30-1000 w/Rx
- HRA 30-2000 w/Rx
- HRA 30-3000 w/Rx
- HRA 3000 w/PD Rx
- HRA 5000 w/PD Rx
- HRA 6550 w/MMRx

##### **MedFlex HMO Options**

- HMO 3020-250 w/Rx
- HMO 3020-1000 w/Rx
- HMO 3020-2000 w/Rx
- HMO HSA 5000 w/PD Rx

##### **CLE-Care HMO Options**

- HMO 3020-250 w/Rx
- HMO 3020-1000 w/Rx
- HMO 3020-2000 w/Rx
- HMO HSA 5000 w/PD Rx

##### Health Plan Options

- 3020-250 w/Rx
- 3020-500 w/Rx
- 3020-1000 w/Rx
- 3020-1500 w/Rx
- 3020-2000 w/Rx
- 3020-3000 w/Rx
- 30-1000 w/Rx
- 30-2000 w/Rx
- 30-3000 w/Rx
- 30-5000 w/Rx

##### Dental Plan Options

- Dental PPO 1 \$1000 CY Max (Employer Sponsored) .....
- Dental PPO 1 \$1000 CY Max (Voluntary)
- Dental Value PPO 1 \$1000 CY Max (Employer Sponsored) .....
- Dental Value PPO 1 \$1000 CY Max (Voluntary)
- Dental Value PPO 1 \$1000 CY Max (Open Access)
- Dental PPO 2 \$1000 CY Max (Employer Sponsored) .....
- Dental PPO 2 \$1000 CY Max (Voluntary)
- Dental Value PPO 2 \$1000 CY Max (Employer Sponsored) .....
- Dental Value PPO 2 \$1000 CY Max (Voluntary)
- Dental Value PPO 2 \$1000 CY Max (Open Access)
- Dental Value PPO 3 \$1000 CY Max (Employer Sponsored)
- Dental Value PPO 3 \$1000 CY Max (Voluntary)
- Dental Value PPO 3 \$1000 CY Max (Open Access)
- Dental PPO 1 \$1500 CY Max (Employer Sponsored) .....
- Dental PPO 1 \$1500 CY Max (Voluntary)
- Dental PPO 2 \$1500 CY Max (Employer Sponsored) .....
- Dental PPO 2 \$1500 CY Max (Voluntary)
- Dental Value PPO 1 \$1500 CY Max (Employer Sponsored) .....
- Dental Value PPO 1 \$1500 CY Max (Voluntary)
- Dental Value PPO 2 \$1500 CY Max (Employer Sponsored) .....
- Dental Value PPO 2 \$1500 CY Max (Voluntary)

##### **Ortho Rider**

##### Vision Plan Options

- VSP 1 (Employer Paid)
- VSP 2 (Voluntary)

**5. Medical Mutual H.S.A. Banking Arrangement**

Members who are enrolled in a Medical Mutual qualified high deductible plan have the ability to participate in the Medical Mutual H.S.A. banking arrangement. Do you want your eligible employees to have access to the Medical Mutual H.S.A.?  Yes\*  No

\*If yes, additional paperwork may be required. Please contact your broker or Medical Mutual sales representative.

**6. Employer Funding**

Is any part of the employee's or dependent's deductible being funded by the Participating Employer or from a Participating Employer-established account?  Yes  No If so, how much? Single: \_\_\_\_\_ Family: \_\_\_\_\_

Does the Participating Employer fund first?  Yes  No

**7. Life, AD&D, Dependent Life and Short-Term Disability**

- Yes I am electing life and/or short-term disability coverage in accordance with proposal number \_\_\_\_\_, incorporated by reference in and made part of this application for all purposes.  
If multiple plans are indicated on the proposal, indicate plan option elected \_\_\_\_\_.

The requested effective date will be as stated in the above-mentioned proposal, unless indicated below:

\_\_\_\_\_.

If the Company approves this application, a policy will be issued. The applicant agrees that acceptance of the Policy will be approval of the Policy terms.

- Voluntary Life Insurance**  
Increments of \$10,000 to a maximum of \$300,000
- Voluntary Short-Term Disability**  
Increments of \$50; minimum of \$100 to a maximum of \$500, not to exceed 70% of employee's Basic Weekly Wage.

**Select One:**

- Voluntary STD benefits payable: 1st day of Accident; 8th day of Sickness for a maximum benefit period of 26 weeks.
- Voluntary STD benefits payable: 15th day of Accident; 15th day of Sickness for a maximum benefit period of 26 weeks.

Waiting period is identical to medical probationary period, unless indicated below:

- None
- First of month following completion of \_\_\_\_\_ days
- Other \_\_\_\_\_

Employees working less than 20 hours per week are not eligible for coverage. If different than 20 hours, please indicate number of hours: \_\_\_\_\_

Employer contribution percentages (%) for all products are stated in the proposal, unless indicated below:

<u>Product</u>	<u>%</u>	<u>Product</u>	<u>%</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- Group Long-Term Disability**  
\*Employees must work a minimum of 30 hours per week

**Select One Plan:**

- 90 day elimination  180 day elimination  Other \_\_\_\_\_

### 8. Current and Prior Carrier History

List all carriers used for all product lines of insurance offered to the employees for the past 5 years. If there are no carriers, indicate NONE. (list current carrier first)

Carrier Name	Continuing Coverage	Benefits*	Dates		Current Rates**				Renewal Rates**			
			From	To	Emplye	Spouse	Child	Family	Emplye	Spouse	Child	Family
	<input type="checkbox"/>											
	<input type="checkbox"/>											
	<input type="checkbox"/>											

\*Examples: Traditional, PPO, HMO, Self Insured, etc...

\*\*If you're age banded with current carrier, please provide most recent billing statement.

## 9. Terms and Conditions

I, as the undersigned Participating Employer and member of the Council of Smaller Enterprises (COSE), and the Greater Cleveland Partnership (GCP), hereby apply to obtain health benefits from the COSE Health and Wellness Trust ["MEWA"]. I acknowledge that I am applying for an employee health benefit offered collectively through the MEWA under a certificate of authority issued by the Ohio Department of Insurance, and that this benefit may be subject to special terms and conditions outlined in the applicable documents, as amended from time to time.

**I agree to comply with the requirements applicable to Participating Employers described in the COSE MEWA Administration & Compliance Guide, which is incorporated herein by reference, and may be amended from time to time. In addition, I understand, acknowledge and agree to the following:**

1. The MEWA for which I am applying is a self-insured plan, and benefits are not guaranteed by a licensed insurer. The MEWA is not covered by the Ohio Life and Health Guaranty Association. This is a fully assessable benefit plan. In the event that the multiple employer self-insured health plan is unable to pay its obligations, Participating Employers shall be required to contribute the funds necessary to meet any unpaid obligations. Any such assessment will be determined using a reasonable proportionate methodology. The Plan does provide certain protections to Plan Sponsors regarding this assessment. Please see the Plan Document and Administrative & Compliance Guide for details. Certain other major protections offered to Ohio residents under the Ohio Insurance Code and Rules and Regulations, such as certain mandated or required benefits, may not be available through the multiple employer self-insured plan.
2. I acknowledge and agree that the Funding Rate and any other amounts I contribute to the MEWA may be commingled with contributions made by all other Participating Employers in the MEWA and that all amounts once contributed by a Participating Employer, may be used to pay any benefit of any Participant in the MEWA, including benefits attributable to Participants of other Participating Employers.
3. Dental and vision benefits are being made available on a fully insured basis through the Alliance Agreement between Medical Mutual and COSE/GCP. Life, AD&D and disability benefits are being made available through COSE/GCP under a fully insured arrangement with MedMutual Life.
4. This Employer Group Application and Participation Agreement ("Application") is not a contract for benefits. Neither this Application, nor the payment of any moneys to be applied towards contributions for coverage, shall cause coverage to become effective on any of my employees. In order for coverage to go into effect, I must be accepted as a Participating Employer, and my employees must satisfy the applicable eligibility requirements. I should continue my current coverage until I am notified in writing the MEWA has accepted this Application.
5. I have seen a copy of the benefits proposed and agree to pay the required contributions (funding rates), including the additional \$25 fee due for non-electronic invoice payment by check or the \$39 fee for late payments, to the MEWA when due and in accordance with the guidelines pertaining to billing and collections. I further agree to give all eligible employees an opportunity to enroll for coverage, if contributions from employees are required. I agree to pay to the MEWA the funding rate billed to me by the MEWA and to pay other charges or expenses assessed against me under this agreement or the terms of the MEWA. The MEWA's Board of Trustees (Board) will provide written notice to me of any changes in the funding rate. I acknowledge that the funding rate may be changed at any time, without prior notice, as deemed necessary by the Board in its sole discretion.
6. To be eligible for coverage through the MEWA, I must: 1) meet the eligibility requirements set forth in the plan documents of the MEWA; 2) meet the COSE membership or chamber requirements; 3) be and remain a member in good standing with such chamber in order for coverage to stay in effect; and 4) comply with all applicable laws of the State of Ohio.
7. To be eligible for coverage through the MEWA, my employees must be actively working on a full-time basis and drawing a regular paycheck, whose compensation is reported on IRS Form W-2 (if applicable); and for life, AD&D, disability, dental and/or vision coverage, my employees must also meet the eligibility requirements of Medical Mutual/MedMutual Life.
8. I agree to maintain at least 75% enrollment level of eligible employees for coverage through the MEWA. I understand that in determining the number of eligible employees, I may exclude an employee who waives coverage because he or she is: 1) covered in his or her spouse's employer-sponsored health plan; 2) an active eligible or retiree in another health plan sponsored by a second employer; 3) covered under a parent's plan; 4) covered by Medicare and/or a Medicare supplement plan; 5) covered under a government-sponsored plan, such as TRICARE, Medicaid or Veteran's Administration (VA) coverage; or 6) enrolled in an individual plan that was purchased through an Exchange and was approved for a federal subsidy.
9. By applying for coverage, I agree that the MEWA may, from time to time, verify my compliance with the underwriting, eligibility or participation standards of the pertinent program. I agree to provide payroll records, if requested by a representative authorized by the MEWA or Medical Mutual/MedMutual Life.

*continued on page 7*

**9. Terms and Conditions (cont.)**

- 10. Underwriting guidelines are in force from the effective date of this contract and remain in effect for each subsequent renewal contract period unless written notification is provided by the MEWA. By signing this Application, I agree to such underwriting guidelines and qualifications and understand that should I provide false information or fail to meet the requirements for eligibility, that it will result in the termination or rescission of this coverage for all covered persons.
- 11. Approval and acceptance of this Application and individual employee applications are subject to underwriting guidelines, as permitted by law. Checking boxes does not cause automatic enrollment. The MEWA must approve this Application for health coverage, and Medical Mutual/MedMutual Life must approve this Application for life, AD&D, disability, dental and vision coverage. The coverage is subject at all times to the benefit plan applied for, which alone constitutes the contract under which benefits become payable. Each employee not enrolling must complete the waiver section of the applicable employee application, and each employee enrolling must complete all sections of the applicable employee application.
- 12. Acceptance of this request is subject to all MEWA requirements, including the provisions of any Administrative Services Agreement between the MEWA and any third party administrator, but only to the extent such provisions apply to rights and/or obligations applicable to employers accepted as Participating Employers in the MEWA, and the terms of the applicable benefit plan. The Participating Employer responsibilities can be found in the COSE MEWA Administration & Compliance Guide. The MEWA Administrator or its designee will notify the applicant of the approval or disapproval of this request. A notice of approval will specify the effective date of the applicant's participation in the MEWA. If the applicant is accepted as a Participating Employer, it will receive the appropriate material for enrolling its employees.
- 13. To the extent a Participating Employer is subject to ERISA, that Participating Employer is considered the "Plan Sponsor" and "Plan Administrator" of its Plan, within the meaning of ERISA, and, as such, is responsible for complying with the duties of those roles, and any other applicable obligations under ERISA.
- 14. Any untrue or incomplete information, statements or answers on this Application or engaging in any fraudulent conduct, deceptions or intentional and material misrepresentation relating to any application, coverage, claim or usage of a MEWA identification card, can result in denial of a claim or rescission of coverage for me or any group member, prospective or retrospective funding rate adjustments, and may subject me or any group member to legal action by the MEWA. I have a duty to notify the MEWA of any changes to the information contained in this Application.
- 15. I understand that I must notify Medical Mutual, in writing, immediately if I (the applicant) or any other person for whom coverage is sought receives medical treatment, advice, care or a diagnosis for any illness, injury or condition after the date I sign this application but before my coverage approval date. I understand that in this situation, Medical Mutual has the right to underwrite my application again, using the new information and that, as a result, my coverage/family member's coverage might be rescinded or delayed or benefits denied due to the illness, injury or condition being treated as a preexisting condition.
- 16. If this Application is accepted by the MEWA, the actual benefits will be specified in the Benefit Book or other plan material provided to each enrolled employee, and said benefits will take effect on the date specified in the communication from a representative of the MEWA. If the Application for dental, vision and/or life insurance is accepted by Medical Mutual/MedMutual Life, the actual benefits will be set forth in the group policies and other documentation.
- 17. No agent or broker has the authority to: (1) bind the MEWA by making promises regarding eligibility, benefits, or the issuance of coverage; (2) waive any answer or any portion of any answer to any questions on this Application or any information the MEWA requests; (3) approve coverage; (4) make or alter any contract on behalf of the MEWA; or (5) waive or alter any of the MEWA rights or requirements.

**10. Authorized Signature (Please print)**

Business Name	Name (print)	Title
Authorized Signature		Date
Broker Signature (if applicable)	Broker Name (print) (if applicable)	
Commissions Payable to Federal Tax ID #	Royal Advantage Broker	

**WARNING:** Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud. (Ohio Revised Code Section 3999.21)

