MASSACHUSETTS | Blue20/20

Vision Plan Setup and Employer Application

Blue 20/20 is administered by EyeMed Vision Care®, an independent company. Blue 20/20's enrollment and billing teams are supported by the Employee Benefit Plan Administration (EBPA), a Blue Cross Blue Shield of Massachusetts third-party administrator.

Plan Requirements

Participation Levels

- For groups of 2-9 eligible employees, at least 75% participation and a minimum of 2 employees enrolled
- For groups of 10 or more eligible employees, at least 10% participation and a minimum of 3 employees enrolled

Contribution Strategy Options

- **Voluntary**—100% employee paid or employers contributing less than 25%
- **Non-Voluntary**—Employers contributing 25% or more of the plan premiums

Plans must be effective on the first day of the month.

Documentation Requirements*

- Send the completed Blue 20/20 Employer Application and Member Enrollment to your Blue Cross Account/Sales Executive.
- Once the Employer Application and Member Enrollment are received, they're reviewed for participation requirements and sent to our Blue 20/20 enrollment team to begin plan setup. To avoid delays, please complete all fields.

Plan Setup

- It takes 10-20 business days from receipt of the Employer Application and Member Enrollment to get the plan up and running.
- Upon receipt of the paperwork, a Blue 20/20 enrollment team member will reach out to the enrollment contact on the application to provide important information, including the Blue 20/20 group number (for use on future correspondence to the team once setup is complete), and answer questions.

Post–Setup Actions

- Once the plan setup is complete, a confirmation email with vision plan information and contracts will be sent to the broker of record.
- Within 10-20 business days after the plan setup, members will receive a welcome letter that will include their Blue 20/20 ID cards.

Billing Criteria

- Billing is based on a full month of enrollment. Rates cannot be prorated.
- Invoices are processed on the 15th of each month and mailed to the employer's billing address.
- Premium payments are due on the first day of each month.
- Please pay close attention to the Date of Term requirement in section 9 when Date of Hire is selected in section 8.

*All Blue 20/20 materials, including plan summaries, are available on Broker Central or through your Blue Cross Account/Sales Executive.

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Employer Application

All fields must be completed to process.
Include Blue Cross Blue Shield of Massachusetts AE/SE name and account number, if applicable.

Number of Eligible Employees:	Number of Participating Employees:	Blue Cross AE/SE:		Blue Cross Account Number:
Requested Effective Date: (MM / DD / YYYY)	First Renewal Date: (MM / DD / YYYY)	Private Exchange: ☐ Yes ☐ No	Name of Exchange:	Blue 20/20 Group Number:

Employer Information

1. Legal Name of Employer:			2. Tax ID#:	
3. Physical Address:	City:	Country:	State:	Zip Code:
4. Billing Address: (if different from above)	City:		State:	Zip Code:
5. Enrollment Contact:	Telephone Number:		Fax Number:	
	Email Address (required):			
6. Billing Contact:	Telephone Number:		Fax Number:	
	Email Address (required):			

7. **Voluntary:** 100% employee paid or less than 25% employer contribution. Groups with 2-9 eligible employees: at least 75% participation with a minimum of 2 employees required. Groups with 10+ eligible employees: at least 10% participation with a minimum of 3 employees required.

Non-Voluntary: 25% or more employer contribution. Groups with 2-9 eligible employees: at least 75% participation with a minimum of 2 employees required. Groups with 10+ eligible employees: at least 10% participation with a minimum of 3 employees required.

(a) Contribution Strategy:
☐ Voluntary ☐ Non-Voluntary

(b) Employer (group) paid premium contribution percentage:
For Employee: _____% For Dependents: _____%

Employee Eligibility

8. (a) Eligibility Requirements to be Applicable to Newly Hired Employees:

☐ Date of Hire/Actual Effective Date ☐ 1st of month following the Date of Hire ☐ 1st of the month following 30 days
☐ 1st of the month following 60 days ☐ 1st of the month following 90 days

(b) Waive waiting period for initial enrollment? ☐ Yes ☐ No

9. Coverage will terminate: ☐ End of Month ☐ Date of Term **(Required for plans with Date of Hire/Actual Effective Date eligibility rule. Not available with other eligibility selections.)**

Billing information for employers who selected Date of Hire/Actual Effective Date box in section 8 and/or Date of Term box in section 9.

Clients are billed based on enrollment as the first of each month. Clients selecting Date of Hire/Actual Effective Date and Date of Term won't be billed for an employee added after the 1st of the month but will be billed a full month for an employee terminated after the 1st of the month.

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Benefit Design Options

10. **Plan Options**: (select a plan and network below)

Plan Selection	Eye Exam Only: ☐ **Integrated** ☐ **Standard**	Exam Plus: ☐ **Basic** ☐ **Integrated** ☐ **Standard** ☐ **Premium**
Network	☐ **Insight** ☐ **Access**	

Rates
Refer to the Blue 20/20 Rate Sheet for rates applicable to your plan selection.

For Internal Use Only	Plan ID _____ Benefit Level _____ Division Code _____

11. **Payment Method:** (select one)

☐ **ACH Debit** Note: ACH Accounts must complete Authorization for Bank Draft section below.	☐ **ACH Push**	☐ **Check**

For Internal Use Only

Comments:

Authorization for Bank Draft

By signing below, I certify that I am an authorized user of the bank account designated below. I hereby request and authorize EBPA on behalf of Blue Cross Blue Shield of Massachusetts to charge subsequent premium(s) for Group Insurance described in this document to the bank account payable to the order of EBPA. I agree that EBPA's rights in respect to the bank draft shall be the same as if it were a check drawn on the bank account, and signed by me or another authorized user. I also authorize the financial institution to reduce the balance of the bank account by the amount of the bank draft. This authorization will remain in effect until it is revoked by an authorized user in writing at least 10 days prior to the date the bank account is scheduled to be charged. I further agree that if such charges were dishonored, whether with or without cause and whether intentionally or inadvertently, EBPA shall have no liability whatsoever even though dishonor results in forfeiture of insurance.

Type of Account: ☐ Checking ☐ Savings

Name of Bank Account Holder: _____

Name of Bank: _____

Bank Routing Transit Number: _____
(This number appears in the lower left-hand corner of your check.)

Bank Account Number: _____
(This number appears to the right of the transit number and is separated from the transit number by symbols/spaces.)

Signature of Account Holder: **X**_____

Date: _____
(MM / DD / YYYY)

Please attach a VOIDED Check

12. Subject to the acceptance of this application by Blue Cross Blue Shield of Massachusetts, the effective date of coverage pursuant to this application

shall be 12:01 AM Eastern Time on the First day of _____(month), _____ (year), provided that the initial monthly fees are paid, and coverage under the Group Contract will be for a period of 48 months, and that, unless terminated in accordance with the Group Contract, the Group Contract will be renewable for subsequent 48 month periods.

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Certifications

STATEMENT OF UNDERSTANDING:
Insured Groups Only (all sizes):
(1) Coverage is not effective until approved by Blue Cross and Blue Shield of Massachusetts. (2) Final premium rates are subject to current Blue Cross and Blue Shield underwriting guidelines and FINAL ENROLLMENT. (3) Requested effective date of coverage may be declined or deferred if the information submitted is incomplete. (4) Existing coverage should not be canceled until this request is approved. (5) No broker or consultant may make or modify a contract for Blue Cross and Blue Shield. (6) All enrolled groups are subject to enrollment eligibility reviews at any time. (7) All groups must verify their enrollment on an annual basis at renewal. (8) Groups found to have misrepresented eligibility of subscribers(s) are subject to immediate cancellation, with no conversion privileges, and are liable for all benefits paid for inappropriately enrolled subscribers.

I certify that the information in this application is true and complete.

Authorized Signature (for the Group): **X**_____ Date:_____
(MM / DD / YYYY)

Print Name: _____ Title: _____

Agent's Report—Complete, if applicable

Agent/Broker Name (please print):		Agent's Email Address:	
Agency Name:		Telephone Number:	
Agency Mailing Address:			
City:	State:	Zip Code:	Country:
Is Agent or Broker licensed and appointed by Blue Cross for the types of insurance solicited where this group is located?		☐ Yes ☐ No	
Signature of Agent/Broker:			

Visit us at blue2020ma.com

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