

Employee Annual Change Request

Group Plans

Note: Complete and return this form to your employer to change your coverage option(s) to the plans listed below. Your employer will need to return this form to GuideStone®. The coverage available for your selection is contingent upon your employer's enrollment and participation in the plan. Please review the *Summary of Benefits and Coverage* for the medical plans offered by your employer.

EMPLOYEE INFORMATION (Please provide dependent information on the reverse side, if applicable.)

Employee first name: _____ MI: _____ Last name: _____ Effective date: _____
Employee address: _____ City: _____ State: _____ ZIP code: _____
Social Security number: _____ Email: _____
Telephone number: _____ Classification: _____ (e.g., ministerial, administrative)
Marital status: ☐ Married ☐ Single Date of full-time employment: ____/____/____

EMPLOYER INFORMATION

Employer name: _____
Employer address: _____ City: _____ State: _____ ZIP code: _____
Employer number: _____ Email: _____

MEDICAL PLAN OPTIONS

Coverage option — Please check

For myself ☐ Yes ☐ No
For spouse ☐ Yes ☐ No
For eligible children ☐ Yes ☐ No

Check one:

Global Core 5000¹ ☐
Health Choice 3000¹ ☐

¹ These plans do not constitute "creditable coverage" for Massachusetts residents.

DENTAL PLAN OPTIONS

Coverage option — Please check

For myself ☐ Yes ☐ No
For spouse ☐ Yes ☐ No
For eligible children ☐ Yes ☐ No

Check one:

Premier Dental Care Plan ☐
Choice Dental Care Plan ☐
Cigna Dental Care DHMO Plan ☐

AUTHORIZED SIGNATURES

Employee signature: _____ Date: ____/____/____

Employer authorized representative signature: _____ Date: ____/____/____

Continued on other side



LIST ALL DEPENDENTS TO BE COVERED FOR 2019

Note: Your spouse and children up to age 26 are eligible for coverage.

Applicant first name: _____ MI: _____ Last name: _____

Social Security number: _____ Birth date: ____/____/____

Gender: ☐ Male ☐ Female

Relationship: Applicant

☐ Medical ☐ Dental

Dental ID number: _____ (Cigna Dental Care DHMO enrollees)

Spouse first name: _____ MI: _____ Last name: _____

Social Security number: _____ Birth date: ____/____/____

Gender: ☐ Male ☐ Female

Relationship: Spouse

☐ Medical ☐ Dental

Dental ID number: _____ (Cigna Dental Care DHMO enrollees)

Dependent first name: _____ MI: _____ Last name: _____

Social Security number: _____ Birth date: ____/____/____

Gender: ☐ Male ☐ Female

Relationship: ☐ Child ☐ Other: _____

☐ Medical ☐ Dental

Dental ID number: _____ (Cigna Dental Care DHMO enrollees)

Dependent first name: _____ MI: _____ Last name: _____

Social Security number: _____ Birth date: ____/____/____

Gender: ☐ Male ☐ Female

Relationship: ☐ Child ☐ Other: _____

☐ Medical ☐ Dental

Dental ID number: _____ (Cigna Dental Care DHMO enrollees)

Dependent first name: _____ MI: _____ Last name: _____

Social Security number: _____ Birth date: ____/____/____

Gender: ☐ Male ☐ Female

Relationship: ☐ Child ☐ Other: _____

☐ Medical ☐ Dental

Dental ID number: _____ (Cigna Dental Care DHMO enrollees)

Dependent first name: _____ MI: _____ Last name: _____

Social Security number: _____ Birth date: ____/____/____

Gender: ☐ Male ☐ Female

Relationship: ☐ Child ☐ Other: _____

☐ Medical ☐ Dental

Dental ID number: _____ (Cigna Dental Care DHMO enrollees)

Dependent first name: _____ MI: _____ Last name: _____

Social Security number: _____ Birth date: ____/____/____

Gender: ☐ Male ☐ Female

Relationship: ☐ Child ☐ Other: _____

☐ Medical ☐ Dental

Dental ID number: _____ (Cigna Dental Care DHMO enrollees)

Make copies of this page and complete if more than five dependent children will be covered.