

This form must be completed and on file **BEFORE** we can process your claim; if we do not receive this information, you may be liable for payment to your provider.

\* \* \* \* \*

Subscriber Name \_\_\_\_\_ RE: Member Name \_\_\_\_\_  
 Address 1 \_\_\_\_\_ Member # \_\_\_\_\_  
 Address 2 \_\_\_\_\_ Carrier \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_

**COORDINATION OF BENEFITS (COB) FORM**

**SECTION I**

1. Do you have other coverage through another group health plan?  Yes  No
2. If so, are you covered as an active employee or retiree?  Active  Retiree
3. Please indicate the name of the carrier and effective date: Carrier \_\_\_\_\_ Effective Date \_\_\_\_\_
4. If you are married, is your spouse employed?  Yes  No
5. If yes, name of spouse's employer \_\_\_\_\_ Spouse's date of birth \_\_\_\_\_
6. Does your spouse have group coverage through his/her employer?  Yes  No
7. If yes, complete SECTION II.

**SECTION II**

1. Name of spouse's insurance carrier and phone number: Carrier \_\_\_\_\_ Phone Number \_\_\_\_\_
2. Group/Policy number \_\_\_\_\_ Insured ID/SSN \_\_\_\_\_
3. Effective Date \_\_\_\_\_ Termination Date \_\_\_\_\_
4. Coverage: Family \_\_\_\_\_ Individual \_\_\_\_\_

**SECTION III**

*If you have children, and you are legally separated or divorced, please complete the following:*

1. Is there a court decree stating financial responsibility?  Yes  No
2. Who has responsibility? \_\_\_\_\_
3. Who has custody of the children? \_\_\_\_\_
4. Does anyone other than the natural parents (step-parents) carry insurance on the dependent(s)?  Yes  No
5. If yes, name of policyholder \_\_\_\_\_ Insurance Carrier \_\_\_\_\_  
 ID/SSN \_\_\_\_\_ Phone Number \_\_\_\_\_

**SECTION IV**

1. Are you, your spouse, or your dependents covered under Medicare?  Yes  No  
 If yes, please complete the following:
2. Name and date of birth of person(s) covered? \_\_\_\_\_
3. Medicare ID # \_\_\_\_\_
4. Is Medicare coverage due to disability caused by end stage renal disease?  Yes  No
5. Date of onset \_\_\_\_\_
6. Date eligible for Medicare \_\_\_\_\_
7. Do you have part A?  Yes  No
8. Do you have part B?  Yes  No

I certify that the above information is correct. **Employee Signature** \_\_\_\_\_

**Date** \_\_\_\_\_