Enrolling an Eligible Grandchild

A Your Personal Information

Name (First) | MI | Last | Member ID

Address | Home Phone ( ) | Work Phone ( )

City | State | ZIP Code | County

B Your Grandchild's Information

Grandchild's Name (First) | MI | Last | Social Security Number

Effective Date of Grandchild's Coverage (MM/DD/YYYY) | Grandchild's Gender ☐ F ☐ M | Birth Date (MM/DD/YYYY)

C Eligibility Criteria Information

Your grandchild is eligible for coverage under the ELCA Health Benefits Plan if she or he meets the eligibility criteria. (Visit *PorticoBenefits.org* or see eligibility information in the *Summary Plan Description for the ELCA Health Benefits Plan*.)

1. Is this individual your grandchild? ☐ Yes ☐ No
2. Is this grandchild living in your home? ☐ Yes ☐ No
3. Is this grandchild receiving primary support from you? ☐ Yes ☐ No
   If yes, what date did you assume primary support for this grandchild? (MM/DD/YYYY) ______
4. Is this grandchild eligible to be claimed as your dependent for federal income tax purposes? ☐ Yes ☐ No
5. Is this grandchild covered under other employer-provided group health coverage? ☐ Yes ☐ No
   If yes, what what is the name of the other health coverage: ______

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D Signature of Member

I certify the information provided on this form is true and complete to the best of my knowledge. I understand this form must be returned **within 60 days** of my grandchild's eligibility or she or he will have a 90-day waiting period for health coverage. The only exceptions to this are through special enrollment (if she or he had other employer-provided group health coverage within the 60 days prior to enrollment in the ELCA health plan) or annual open enrollment.

Signature of Member (**Required**) Date (MM/DD/YYYY)

E Signature of Sponsoring Employer

We agree to enroll this eligible grandchild in the ELCA Health Benefits Plan.

Signature of Sponsoring Employer (**Required**) Date (MM/DD/YYYY)

Return this completed form to the Portico Service Center.

Portico Benefit Services
800 Marquette Ave., Ste. 1050
Minneapolis, MN 55402-2892

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