

INDIVIDUAL ENROLLMENT REQUEST FORM TO ENROLL IN A MEDICARE ADVANTAGE PLAN (PART C)

Who can use this form?

People with Medicare who want to join a Medicare Advantage Plan

To join a plan, you must:

- Be a United States citizen or be lawfully present in the U.S.
- Live in the plan's service area

Important: To join a Medicare Advantage Plan, you must also have both:

- Medicare Part A (Hospital Insurance)
- Medicare Part B (Medical Insurance)

When do I use this form?

You can join a plan:

- Between October 15–December 7 each year (for coverage starting January 1)
- Within 3 months of first getting Medicare
- In certain situations where you're allowed to join or switch plans

Visit [Medicare.gov](https://www.Medicare.gov) to learn more about when you can sign up for a plan.

What do I need to complete this form?

- Your Medicare Number (the number on your red, white, and blue Medicare card)
- Your permanent address and phone number

Note: You must complete all items in Section 1. The items in Section 2 are optional — you can't be denied coverage because you don't fill them out.

Reminders:

- If you want to join a plan during fall open enrollment (October 15–December 7), the plan must get your completed form by December 7.
- Your plan will send you a bill for the plan's premium. You can choose to sign up to have your premium payments deducted from your bank account or your monthly Social Security (or Railroad Retirement Board) benefit.

What happens next?

Send your completed and signed form to:
VillageCareMAX
112 Charles Street
New York NY 10014

Once they process your request to join, they'll contact you.

How do I get help with this form?

Call VillageCareMAX at 1-800-469-6292. TTY users can call 711.

Or, call Medicare at 1-800-MEDICARE (1-800-633-4227). TTY users can call 1-877-486-2048.

En español: Llame a VillageCareMAX al 1-800-469-6292/711 o a Medicare gratis al 1-800-633-4227 y oprima el 2 para asistencia en español y un representante estará disponible para asistirle.

Individuals experiencing homelessness

- If you want to join a plan but have no permanent residence, a Post Office Box, an address of a shelter or clinic, or the address where you receive mail (e.g., social security checks) may be considered your permanent residence address.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0938-1378. The time required to complete this information is estimated to average 20 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: CMS, 7500 Security Boulevard, Attn: PRA Reports Clearance Officer, Mail Stop C4-26-05, Baltimore, Maryland 21244-1850.

IMPORTANT

Do not send this form or any items with your personal information (such as claims, payments, medical records, etc.) to the PRA Reports Clearance Office. Any items we get that aren't about how to improve this form or its collection burden (outlined in OMB 0938-1378) will be destroyed. It will not be kept, reviewed, or forwarded to the plan. See "What happens next?" on this page to send your completed form to the plan.

Section 1 – All fields on this page are required (unless marked optional)
Select the plan you want to join:

- ☐ VillageCareMAX Medicare Health Advantage Plan (HMO D-SNP): \$0 – \$48.70 per month
- ☐ VillageCareMAX Medicare Total Advantage Plan (HMO D-SNP): \$0 per month
- ☐ VillageCareMAX Medicare Health Advantage FLEX Plan (HMO D-SNP): \$0 – \$48.70 per month
- ☐ VillageCareMAX Medicare Select Advantage Plan (HMO): \$0 – \$48.70 per month

FIRST name: LAST name: Optional: Middle Initial:

Birth date: (MM/DD/YYYY) Sex: Phone number:

(____ / ____ / ____) ☐ Male ☐ Female (____)

Permanent Residence street address (Don't enter a PO Box):

City: Optional: County: State: ZIP Code:

Mailing address, if different from your permanent address (PO Box allowed):

Street address: City: State: ZIP Code:

Your Medicare information:

Medicare Number: ____ - ____ - ____

Answer these important questions:

Will you have other prescription drug coverage (like VA, TRICARE) in addition to VillageCareMAX?

☐ Yes ☐ No

Name of other coverage: Member number for this coverage: Group number for this coverage:

Are you enrolled in your State Medicaid program? ☐ Yes ☐ No

If yes, please provide your Medicaid number: _____

- VillageCareMAX Medicare Health Advantage Plan (HMO D-SNP) or VillageCareMAX Medicare Health Advantage FLEX Plan (HMO D-SNP):** Please check if applicable ☐

Are you eligible for Medicare cost-sharing assistance under New York State Medicaid?

- VillageCareMAX Medicare Total Advantage Plan (HMO D-SNP):** Please check if applicable ☐
Please indicate if you meet all the following requirements: 1) You are eligible for full New York State Medicaid coverage; 2) You are 18 years or older; and 3) you are eligible for nursing home level of care, and require community-based or facility-based Long Term Care Services for a continuous period of more than 120 days from the effective date of enrollment, based on an assessment completed by a registered nurse?

IMPORTANT: Read and sign below:

- I must keep both Hospital (Part A) and Medical (Part B) to stay in VillageCareMAX.
- By joining this Medicare Advantage Plan, I acknowledge that VillageCareMAX will share my information with Medicare, who may use it to track my enrollment, to make payments, and for other purposes allowed by Federal law that authorize the collection of this information (see Privacy Act Statement below). Your response to this form is voluntary. However, failure to respond may affect enrollment in the plan.
- I understand that I can be enrolled in only one MA plan at a time – and that enrollment in this plan will automatically end my enrollment in another MA plan (exceptions apply for MA PFFS, MA MSA plans).
- I understand that when my VillageCareMAX coverage begins, I must get all of my medical and prescription drug benefits from VillageCareMAX. Benefits and services provided by VillageCareMAX and contained in my VillageCareMAX “Evidence of Coverage” document (also known as a member contract or subscriber agreement) will be covered. Neither Medicare nor VillageCareMAX will pay for benefits or services that are not covered.
- The information on this enrollment form is correct to the best of my knowledge. I understand that if I intentionally provide false information on this form, I will be disenrolled from the plan.
- I understand that my signature (or the signature of the person legally authorized to act on my behalf) on this application means that I have read and understand the contents of this application. If signed by an authorized representative (as described above), this signature certifies that:
 - 1) This person is authorized under State law to complete this enrollment, and
 - 2) Documentation of this authority is available upon request by Medicare.

Signature:**Today's date:****If you're the authorized representative, sign above and fill out these fields:****Name:****Address:****Phone number:****Relationship to enrollee:**

Section 2 – All fields on this page are optional**Answering these questions is your choice. You can't be denied coverage because you don't fill them out.**

Are you Hispanic, Latino/a or Spanish origin? Select all that apply.

- ☐ No, not of Hispanic, Latino/a, or Spanish origin
 ☐ Yes, Mexican, Mexican American, Chicano/a
☐ Yes, Puerto Rican
 ☐ Yes, Cuban
☐ Yes, another Hispanic, Latino/a, or Spanish origin
☐ **I choose not to answer**

What's your race? Select all that apply.

- ☐ American Indian or Alaska Native
 ☐ Black or African American
 Asian:
 ☐ Guamanian or Chamorro
☐ Asian Indian
 ☐ Native Hawaiian
☐ Chinese
 ☐ Samoan
☐ Filipino
 ☐ Other Pacific Islander
☐ Japanese
☐ Korean
 ☐ White
☐ Vietnamese
 ☐ **I choose not to answer.**
☐ Other Asian

Select one if you want us to send you information in a language other than English.

- ☐ Chinese
☐ Spanish

Select one if you want us to send you information in an accessible format.

- ☐ Braille
 ☐ Large print
 ☐ Audio CD

Please contact VillageCareMAX at 1-800-469-6292 if you need information in an accessible format other than what's listed above. Our office hours are 8:00 am to 8:00 pm, 7 days a week. TTY users can call 711.

Do you work? ☐ Yes ☐ NoDoes your spouse work? ☐ Yes ☐ No☐ I choose not to answer☐ I choose not to answer

List your Primary Care Physician (PCP), clinic, or health center:

Name: _____ Address: _____

Telephone: _____ NPI: _____

I want to get the following materials via email. Select one or more.

Pre-Enrollment

- ☐ Summary of Benefits
☐ Medicare Star Ratings Document
☐ List of Medicaid Advantage Plus (MAP) Plans

Enrollment

- ☐ Evidence of Coverage
☐ Provider and Pharmacy Directory
☐ Formulary (List of Covered Drugs)

- ☐ Consumer Long Term Care Guide
☐ Completed Medicare Enrollment Form

E-mail address: _____

Paying your plan premiums

You can pay your monthly plan premium (including any late enrollment penalty that you currently have or may owe) by mail each month. **You can also choose to pay your premium by having it automatically taken out of your Social Security or Railroad Retirement Board (RRB) benefit each month.**

If you have to pay a Part D-Income Related Monthly Adjustment Amount (Part D-IRMAA), you must pay this extra amount in addition to your plan premium. The amount is usually taken out of your Social Security benefit, or you may get a bill from Medicare (or the RRB). **DON'T** pay VillageCareMAX the Part D-IRMAA.

PRIVACY ACT STATEMENT

The Centers for Medicare & Medicaid Services (CMS) collects information from Medicare plans to track beneficiary enrollment in Medicare Advantage (MA) or Prescription Drug Plans (PDP), improve care, and for the payment of Medicare benefits. Sections 1851 and 1860D-1 of the Social Security Act and 42 CFR §§ 422.50, 422.60, 423.30 and 423.32 authorize the collection of this information. CMS may use, disclose and exchange enrollment data from Medicare beneficiaries as specified in the System of Records Notice (SORN) "Medicare Advantage Prescription Drug (MARx)", System No. 09-70-0588. Your response to this form is voluntary. However, failure to respond may affect enrollment in the plan.

Office Use Only:

Name of staff member/agent/broker (if assisted in enrollment): _____

Staff member/agent/broker application receive date: _____

Contract H2168/Plan ID #: _____

Effective Date of Coverage: _____

ICEP/IEP: _____ AEP: _____ MA OEP: _____ SEP (type): _____ OEPI: _____

Not Eligible: _____