

September 2006

For more information:

www.upmchealthplan.com

New and Improved: UPMC Health Plan's Small Group Employee Application – Simplified!

At your request, we've streamlined our Small Group Employee Application. Rather than three separate pieces, we've combined them into one easy-to-use document. In designing this new document, we simplified the application process to save you time.

The new applications can be ordered online at www.upmchealthplan.com. Select "Broker," then select "Sales Literature."

The attached document will provide illustrated instructions on how to use the new application and medical questionnaire. As the responsible broker, you should make sure that all the information is completed and there are appropriate signatures on each application and medical questionnaire before you submit them to UPMC Health Plan. Failure to include all information will delay the underwriting process.

All forms must be submitted through your select broker. All medical questionnaires should be enclosed in the application folder and sealed. Place the sealed applications for each group in the gray envelope provided and mail them to UPMC Health Plan.

We are excited about this new, simplified small group application process. If you have any questions or concerns, please contact your UPMC Health Plan Sales Representative.

UPMC Health Plan will not accept the old application and medical questionnaire for any group coverage that becomes effective on October 1, 2006, or later.