Geisinger

2020 new business quote checklist for brokers

Geisinger Funding Alternative (GFA)

As your plan's administrator, Geisinger Health Plan (GHP) constantly explores new ways to offer the best possible services. Please see the checklist of required items below for GFA plans. Contact us with questions at 800-554-4907 or GHPBrokerQuotes@geisinger.edu.

Groups with 5–9 enrolled subscribers

Requirements for illustrative quotes:

- Member level census:
  - Last name, first name, zip code, birthdate, gender, subscriber tier election, subscriber (1)/dependent (0)
  - For groups with 5 to 9 enrolled, Private Health Care Systems (PHCS) will not be allowed except for out-of-area dependents.
- Quote request form
- Employer group application
  - **Regarding Section C only:** Since medical disclosure forms are required for groups with 5 to 9 enrolled, the only parts of Section C you will need to complete are the answers to the three yes/no questions at the end of the section.
- Group size certification form

- [Medical disclosure forms](#) are required for groups with 5 to 9 enrolled.
    - We will also accept a [supplemental form](#) with a competitor's application.
- Claims data required if the group is currently self-funded
    - 2 consecutive years of claims data or aggregate report (if group has only been in level funded product for one year, at least 8 months of claims data or an aggregate report on carrier letterhead is required)
    - Corresponding subscriber and member months
    - High claimant report over $25,000 to match claims data time period or specific report
- Renewal benefits
- Current rates on carrier letterhead
- Renewal rates on carrier letterhead – if premium increase is listed on the renewal rates, current rates are not required.

Requirements for final quotes:
- All information requested for illustrative quotes
- All requirements to finalize underwriting are met
    - Final member census
    - 2 consecutive years of benefit design for self-funded new business
    - Other requirements as requested by underwriting

Groups with 10–99 enrolled subscribers

Requirements for illustrative quotes:
- Member level census:
    - Last name, first name, zip code, birthdate, gender, subscriber tier election, subscriber (1)/dependent (0)
    - Out-of-area subscribers cannot exceed 20% of the total subscribers electing coverage.
- [Quote request form](#)
- [Employer group application](#)
- [Group size certification form](#)
- Claims data required if the group is currently self-funded
    - 2 consecutive years of claims data or aggregate report (if group has only been in level funded product for one year, at least 8 months of claims data or an aggregate report on carrier letterhead is required)
    - Corresponding subscriber and member months
    - High claimant report over $25,000 to match claims data time period or specific report
- Renewal benefits
- Current rates on carrier letterhead
- Renewal rates on carrier letterhead
    - If premium increase is listed on the renewal rates, current rates are not required.

Requirements for final quotes
- All information requested for illustrative quotes
- All requirements to finalize underwriting are met
    - Final member census
    - 2 consecutive years of benefit design for self-funded new business
    - Other requirements as requested by underwriting

All groups

Final underwriting requirements for implementation
- Signed proposal and final benefits
- Binder payment
- [Auto debit form (required for all ongoing payments)](#)
- [Super user form](#)
- [Broker of record form](#)

Valid [waiver forms](#) to meet 75% requirement

Surplus options

- 50% surplus option – Geisinger Indemnity Insurance Company (GIIC) retains 50% of the surplus as deferred administrative fee.

Quote assumptions

- A minimum of 5 covered employees is required to maintain the GFA plan.
- A maximum of 99 covered employees in order to be offered the GFA plan.
- A minimum participation of 75% of all eligible employees is required. Exceptions may be made for valid waivers that make up no more than 25% of the participation requirement
- Employer contributions must be at least 50% of the total premium or 75% of the employee-only premium applied to each tier.
- Only full-time W-2 employees working 20 hours or more per week are eligible for coverage.
- Retirees and their dependents are excluded from coverage under the stop loss policy.
- COBRA enrollment cannot exceed 20% of the total number of policy holders.
- Mini-COBRA enrollment cannot exceed 20% of the total number of policy holders for groups with less than 20 employees.
- The number of out-of-area subscribers cannot exceed more than 20% of the total enrolled subscribers.
- The proposal will outline all quote assumptions and requirement.

Important dates

- Expect at least 5 days for the quoting process once all information is received. Quote times may vary based on volume of quotes.
- Expect 3 to 5 days for final quote once all information is received.
- To ensure member ID cards reach the member by the effective date, signed proposal and application for small group stop-loss insurance binder must be received by Geisinger by the 10th of the month before the effective date.

Recalculation of premium rates

- Any inaccuracy in the data provided for the quote or any material change in the plan design or census before or on the effective date will necessitate recalculation of the rates and factors.
- If a large claim(s) (non-recurring and/or ongoing) become known and the initial date of service is before the date of written acceptance by GIIC, then GIIC reserves the right to recalculate the proposed rates.
- Review of additional requested information may cause the rates to change or this quote to be withdrawn.
- Coverage, terms and pricing are subject to change if any changes in final benefits occur as compared to those used in underwriting or if a change in risk occurs. Risk changes include but are not limited to: plan changes, an addition or deletion of a location or acquisition, provider network changes, or changes to the group's census and/or monthly enrollment changes now or at any time during the coverage period by +/- 15% as compared to the final census used for the final proposal.