

## Large or Small Employer (Existing) Employer Renewal Questionnaire

### General

Employer group name \_\_\_\_\_ Group no. \_\_\_\_\_

1. Number of employees as of today \_\_\_\_\_  
*[Including new hires in waiting period, all part-time employees, owners, partners and those working outside the state of Wisconsin. This information is needed to identify if your business is subject to COBRA requirements. You can find this information on your Quarterly Wage and Tax Statement.]* Public employers – include your volunteer workforce counts that are typically included on your Workers' Compensation (WC) submissions.
2. List number of employees eligible for health insurance benefits \_\_\_\_\_  
*[Number of employees who work on a permanent basis and have a normal work week of 30 or more hours. This includes a sole proprietor, a business owner (including the owner of a farm business), a partner of a partnership or a member of a limited liability company, if the sole proprietor, business owner, partner or member is included as an employee under the health benefit plan of an employer. Do not include employees who work on a temporary or independent contractor basis. (reference Wis. Stats. 632.745 (5) (a))]*
3. To the best of your knowledge, how many eligible employees not covered by Security Health Plan have other creditable coverage \_\_\_\_\_  
*[Creditable coverage includes other employer group coverage, individual coverage, Medicare, Medicaid, BadgerCare or Tricare (military service coverage). The employee waivers you have on file reflect this number.]*
4. Is your company under common ownership with other companies or part of a national company (including, but not limited to, multiple locations and subsidiaries):  Yes  No  
If yes, list name and location of business (Security Health Plan may request that you complete a new Employer Group Application) \_\_\_\_\_
5. Provide your contribution for each of the following coverages. **Each must be at least 25%:**  
Employee \_\_\_\_\_ Employee & Spouse \_\_\_\_\_ Employee & Child(ren) \_\_\_\_\_ Family \_\_\_\_\_  
**NOTE:** Security Health Plan's requirement for employee contribution must equal 25% of the employee only premium and, on average, 25% of the other three types of coverage. This could vary based on your plan options and rate structures.
6. Does your company contribute money toward your employees' out-of-pocket expenses (deductible and/or coinsurance)? This may be in the form of a health savings account (HSA) or a health reimbursement arrangement (HRA):  Yes  No  
If yes, indicate amount: **HSA** – Single \$ \_\_\_\_\_ Family \$ \_\_\_\_\_ **HRA** – Single \$ \_\_\_\_\_ Family \$ \_\_\_\_\_  
Indicate the HRA vendor:  EBC  DBS  Other \_\_\_\_\_
7. Dates of open enrollment: Beginning date \_\_\_\_/\_\_\_\_/\_\_\_\_ Ending date \_\_\_\_/\_\_\_\_/\_\_\_\_
8. How will you be submitting your open enrollment changes:  
 Through the employer portal  Paper applications

The information provided above is accurate and complete to the best of my knowledge.

Completed by \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_ Direct phone number \_\_\_\_\_

Email address \_\_\_\_\_

**Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.**

**Return this form via email to your Account Manager or fax to 715-221-9456, along with your renewal paperwork.**