



## HFM/CASCADE DENTAL PLAN APPLICATION

➤ ADULT APPLICANT (age 18 and over)

### SECTION 1: INSTRUCTIONS

1. This form is for use by adults wishing to apply for Delta Dental benefits through the HFM/Cascade Dental Plan.
2. Answer all questions completely. Incomplete applications will delay the eligibility determination process.
3. Sign and date the completed application.
4. Review the “checklist” (section 8) at the end of this application to ensure you have provided all of the required information for the Hemophilia Foundation of Michigan to review and process your application.

### SECTION 2: APPLICANT INFORMATION

Social Security No.: \_\_\_\_\_

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Gender:  Male  Female County of Residence: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Cell Phone Number \_\_\_\_\_

May we leave a voicemail at both of these numbers provided?  Yes  No

Email Address: \_\_\_\_\_

Marital Status: \_\_\_\_\_

### SECTION 3: ENROLLMENT INFORMATION

1. Are you a resident of the state of Michigan? .....  Yes  No
2. Are you eligible for dental insurance through your employer?.....  Yes  No
3. Are you eligible for dental insurance through your spouse’s employer?.....  Yes  No
4. If your employer or your spouse/partner’s employer offers dental insurance, why are you not covered under that dental plan?  
\_\_\_\_\_
5. If you are under the age of 26, are you eligible for dental insurance through a parent’s employer?  Yes  No
6. If you are eligible under your parent’s plan, why are you not covered under that plan?  
\_\_\_\_\_
7. Do you have coverage under Medicaid? .....  Yes  No ID#: \_\_\_\_\_
8. Do you have coverage under CSHCS? .....  Yes  No ID#: \_\_\_\_\_
9. Do you have Medicare?  Yes  No Medicare # \_\_\_\_\_
10. If so, do you have a Medicare Advantage Plan? .....  Yes  No
11. If so, does your Medicare Advantage Plan have dental coverage? .....  Yes  No

12. Are you covered under any other dental plan?.....  Yes  No

If so, what plan are you covered under? \_\_\_\_\_

13. Do you have any special circumstances that need to be considered in this application?

**Please note that exceptions for special circumstances will be done on a case by case/yearly renewal basis in coordination with your HTC Social Worker or Nurse.**

- Access issue
- Extensive dental work in the coming year
- You have Medicaid coverage but your dental work will be in excess of your benefits
- Other

\_\_\_\_\_

**SECTION 4: INFORMATION ABOUT YOUR BLEEDING DISORDER**

1. Have you been diagnosed with a bleeding disorder? .....  Yes  No

2. Do you receive your medical care at a Hemophilia Treatment Center (HTC)? .....  Yes  No

If yes, at which HTC do you receive treatment? \_\_\_\_\_

If no, what is the name of your Hematologist? \_\_\_\_\_

**SECTION 7: VERIFYING YOUR UNDERSTANDING OF THIS APPLICATION**

1. I understand that the HFM/Cascade Dental Plan can only accept a limited number of applicants and that priority will be given to applicants based on their resources to access dental care. I understand that I may be placed on a waiting list if there are not spaces available when my application is received.
2. I understand that until HFM approves my application no coverage will be effective.
3. I understand that I am subject to disenrollment and exclusion from this program if the information I provided is false, fraudulent or contains intentional misrepresentation of facts.
4. I understand that it is my responsibility to inform HFM of any changes that may affect my eligibility, including any dental insurance that I may obtain in the future.
5. I understand that if I move out of the state of Michigan, I must notify HFM so that I can be dis-enrolled.
6. I understand that annual reenrollment is necessary in order to remain on this program. I understand that if I do not complete the annual reenrollment process I will be dis-enrolled from this program.
7. I understand that if I voluntarily dis-enroll or if I am involuntarily dis-enrolled from the HFM/Cascade Dental Plan, I may not reapply for at least one year after my coverage ends.
8. I understand that, by signing below, I certify that all information and documents provided as a part of this application are complete, accurate and true to the best of my knowledge and belief.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

## SECTION 8: CHECKLIST FOR SUBMITTING YOUR APPLICATION

- Verification of Michigan Residency (for the parent/guardian applying completing this application)**
  - Attach copy of MI Driver's License or MI State Identification Card OR
  - Copies of 2 recent utility bills, in your name, that show your address (within last 3 months)
  
- Verification of Bleeding Disorder**
  - Attach letter from your Hemophilia Treatment Center or treating Hematologist verifying that your child has been diagnosed with a bleeding disorder. A copy of your Annual Comprehensive Visit report will also be accepted.
  
- Hemophilia Treatment Center (HTC) or Hematologist Release of Information Form**
  
- Please mail or fax this application with all required documentation to:**
  - Hemophilia Foundation of MI, 1921 W. Michigan Ave, Ypsilanti, MI 48197
  - Phone: 734-544-0015
  - Fax: 734-544-0095

**If you have any questions about the Delta Dental Program please contact Ashley Fritsch, Office Manager at 734-961-3501.**

# HFM/Cascade Dental Program

## Participant Acknowledgement of Responsibilities Form

**Participant Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Thank you for your interest in enrolling in this program for dental coverage. The Hemophilia Foundation of Michigan and Cascade Hemophilia Consortium are pleased to be able to provide this program to you. We want to ensure that you fully understand the coverage provided and the limitations.

### Please read and initial the following:

\_\_\_\_\_ I understand that I must complete all necessary initial enrollment application and forms, including annual renewal forms in order to participate in the program.

\_\_\_\_\_ I understand that I must attend **at least two preventative dental visits each year** to utilize this program.

\_\_\_\_\_ I agree to call Delta Dental or utilize the Delta Dental Consumer Toolkit that is available on the internet to verify my annual benefit that is still available.

\_\_\_\_\_ I understand that I am responsible to insure that my dentist is a covered **IN NETWORK** provider and to request a **Pre-Treatment Estimate** so that I will understand what procedures are covered and what cost I would be responsible for **BEFORE** I receive treatment.

\_\_\_\_\_ I understand that I have a maximum **Annual** benefit limit of **\$1,000** of coverage and that I am responsible for any costs for services above that amount.

\_\_\_\_\_ I understand that only certain services are covered and that not all providers are considered In-Network and I will be responsible for any costs that are not covered or if I received services from a provider who is out-of-network.

\_\_\_\_\_ I understand that if I dis-enroll from the program or my coverage is terminated, I will need to cover costs for services beyond the covered period of enrollment AND wait one year to re-enroll.

My signature indicates that I agree to ALL of the above listed information and all terms and conditions for this program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**HFM/Cascade Dental Plan**  
**Authorization to Disclose Protected Health Information**

(Required by the Health Insurance Portability and Accountability Act, 45 C.F.R. Parts 160 and 164)

Applicant Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Parent/Guardian/Personal Representative (if applicable)

Name: \_\_\_\_\_ Relationship to Client: \_\_\_\_\_

**AUTHORIZATION**

I authorize:

Hemophilia Foundation of Michigan  
1921 W. Michigan Ave.  
Ypsilanti, MI 48197  
(734) 544-0015

TO RELEASE the above-named applicant's protected health information TO AND OBTAIN Information FROM:

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**Hemophilia Treatment Center and/or Hematologist**

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Address

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Phone Number

**EXTENT OF AUTHORIZATION**

- I authorize the release of the above-named applicant's information related to the HFM/Cascade Dental Plan application including eligibility for the program, status of the application, dental benefit coverage, dental care needs, and diagnosis and treatment of the above-named applicant's bleeding disorder.
- I understand that this release of information form does NOT include records relating to mental health care, communicable diseases (including HIV and AIDS) or alcohol/drug abuse treatment.

This information may be used by the person I authorize to receive this information to assist in determination of eligibility for the HFM/Cascade Dental Plan, billing or claims payment and management of dental program benefits and coordination of dental care.

I understand that this consent will remain in effect until I give written notice to discontinue. I have the right to change my mind and revoke this authorization at any time. This must be in writing to the Hemophilia Foundation of MI. I also understand that any uses or disclosures already made with my permission cannot be taken back. I understand that this consent will automatically expire if I am terminated from the Delta Dental Program.

I understand that authorizing the disclosure of this health information is voluntary. I also understand that I may refuse to sign this authorization and that my refusal to sign will not affect my eligibility for the HFM/Cascade Dental Plan unless the information is necessary to demonstrate that I meet eligibility or enrollment criteria.

By signing this authorization, I understand that any disclosure of information carries with it the potential for an unauthorized re-disclosure and the information may not be protected by federal privacy rules. I further understand that I may request a copy of this signed authorization.

Signature of **Applicant or Parent** (if minor): \_\_\_\_\_

Signature of **Guardian/Personal Representative** (if applicable): \_\_\_\_\_

Date \_\_\_\_\_