



## 2023 Enrollment Request Form

### Use the form to enroll in Riverside Medicare Advantage

#### 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.

**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.

#### 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 monthly invoice for the plan's premium and any applicable Late Enrollment Penalty and/or Optional Supplemental Benefit (OSB). 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:

Riverside Medicare Advantage  
P.O. Box 12487  
St. Louis, MO 63132

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

#### How do I get help with this form?

Call Riverside Medicare Advantage at 855.948.0353 (TTY: 711). Or, call Medicare at 1-800-MEDICARE (1-800-633-4227). TTY users can call 1-877-486-2048.

**En español:** Llame a Riverside Medicare Advantage al 855.948.0353 (TTY: 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.

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.



Medicare Advantage

A Maryland Medicare Advantage Plan

Please contact Riverside Medicare Advantage Sales at 855.948.0353 if you need assistance completing this form. TTY users call the national relay service toll free at 711.

**Section 1 - All fields on this page are required (unless marked optional)**

**Select the plan you want to join:**

Riverside Medicare Advantage Complete (HMO) H2825-003 – (Cities of Hampton, Newport News, Poquoson, and Williamsburg and the Virginia Counties of Gloucester, James City, and York) \$0 per month

**Optional Supplemental Benefits:** Comprehensive Dental  Yes  No

You can add optional supplemental benefits (comprehensive dental services) for an additional \$27 per month. The monthly premium for your supplemental benefits will be in addition to your monthly plan premium and/or Late Enrollment Penalty.

FIRST Name:

LAST Name:

Middle Initial (Optional):

Birth Date:

(\_\_\_\_ / \_\_\_\_ / \_\_\_\_\_)  
( M M / D D / Y Y Y Y )

Sex:

Male

Female

Phone Number (select primary phone number):

Mobile: (       )

Home: (       )

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

County (Optional):

City:

State:

Zip Code:

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

Street Address:

City:

State:

Zip Code:

E-mail address (Optional):

**Your Medicare Information**

Medicare Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Answer these important questions:**

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

Yes  No

If "yes," please list your other coverage and your identification (ID) number(s) for this coverage.

Name of other coverage:

Member number for this coverage:

Group number for this coverage:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**IMPORTANT: Read and Sign Below:**

- I must keep both Hospital (Part A) and Medical (Part B) to stay in Riverside Medicare Advantage.
- By joining this Medicare Advantage plan, I acknowledge that Riverside Medicare Advantage 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). I also acknowledge that Riverside Medicare Advantage will share my information with other plans to make payments and for other purposes allowed by Federal Law that authorize the collection of this information.
- Your response to this form is voluntary. However, failure to respond may affect enrollment in the plan.
- 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 people with Medicare are generally not covered under Medicare while out of the country, except for limited coverage near the U.S. border.
- I understand that when my Riverside Medicare Advantage coverage begins, I must get all of my medical and prescription drug benefits from Riverside Medicare Advantage. Benefits and services provided by Riverside Medicare Advantage and contained in my Riverside Medicare Advantage "Evidence of Coverage" document (also known as a member contract or subscriber agreement) will be covered. Neither Medicare nor Riverside Medicare Advantage will pay for benefits or services that are not covered. I will read the Evidence of Coverage document from Riverside Medicare Advantage when I get it to know which rules I must follow to get coverage with this Medicare Advantage plan.
- Once I am a member of Riverside Medicare Advantage, I understand that I have the right to appeal plan decisions about payment or services if I disagree.
- I understand that I can be enrolled in only one MA or Part D plan at a time – and that enrollment in this plan will automatically end my enrollment in another MA or Part D 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.

Optional Supplemental Benefits (OSB) Conditions of Enrollment: If you checked "Yes" to add OSB on page 1, please read the information below. By completing this enrollment application:

- I agree to adding the OSB, which includes comprehensive dental for \$27 per month. This amount is in addition to my Medicare premium, Riverside Medicare Advantage plan premiums, and any applicable Late Enrollment Penalty (LEP) that may apply.
- I understand the OSB is only available to members enrolled in a Riverside Medicare Advantage plan and that disenrollment from a Riverside Medicare Advantage plan will result in automatic disenrollment from the optional supplemental benefits.
- I understand that I must get covered care from in-network providers, except for emergency or urgently needed services. If I receive services from an out-of-network provider, I will be responsible for all costs associated with those services.
- I understand that if I disenroll from the OSB, I won't be eligible to enroll again until the next Riverside Medicare Advantage valid OSB enrollment period.
- I understand that if I fail to pay the monthly premium for the OSB, I will lose the OSB but will remain enrolled in Riverside Medicare Advantage.

**Signature:**

**Today's Date:**

If you are the authorized representative, sign above and fill out these fields:

Name:

Relationship to Enrollee:

Phone Number:

Address:

City:

State:

Zip Code:

**Section 2 - All fields on this section are optional**

**Answering these questions is your choice. You can't be denied coverage if 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
- Asian Indian
- Black or African American
- Chinese
- Filipino
- Guamanian or Chamorro
- Japanese
- Korean
- Native Hawaiian
- Other Asian
- Other Pacific Islander
- Samoan
- Vietnamese
- White
- I choose not to answer.

**Communication Preference Options:**

**Select one if your preferred spoken language is a language other than English.**

- Arabic
- German
- Portuguese
- Chinese
- Gujarati
- Spanish
- French
- Korean
- Tagalog
- French Creole
- Polish
- Vietnamese

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

- Arabic
- German
- Portuguese
- Chinese
- Gujarati
- Spanish
- French
- Korean
- Tagalog
- French Creole
- Polish
- Vietnamese

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

- Braille
- Large Print

Please contact Riverside Medicare Advantage at 855.948.0353 if you need information in an accessible format or language other than what's listed above, or if your preferred spoken language is a language other than those listed above. Our office hours are 8am-8pm, seven days a week. You may receive a messaging service on weekends from April 1 through September 30 and holidays. TTY users can call 711.

**List your Riverside Medicare Advantage network primary care physician (PCP), clinic or health center:**

Primary Care Physician (PCP): Dr. _____ (First Name) (Last Name)	PCP # from Provider Directory: _____	Is this your current physician? <input type="checkbox"/> Yes <input type="checkbox"/> No
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**PLEASE READ THIS IMPORTANT INFORMATION**



**If you currently have health coverage from an employer or union, joining Riverside Medicare Advantage could affect your employer or union health benefits. You could lose your employer or union health coverage if you join Riverside Medicare Advantage.** Read the communications your employer or union sends you. If you have questions, visit their website or contact the office listed in their communications. If there isn't any information on whom to contact, your benefits administrator or the office that answers questions about your coverage can help.

## Paying your plan premiums

Whether you are enrolled in a premium or non-premium plan, you may pay your plan premium and any applicable Late Enrollment Penalty and/or OSB that you have or may owe **by automatic deduction from your Social Security (SSA) or Railroad Retirement Board (RRB) benefit check**. You may also choose to pay by Electronic Funds Transfer (EFT) or check via mail 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 Riverside Medicare Advantage the Part D-IRMAA.

People with limited incomes may qualify for Extra Help to pay for their prescription drug costs. If eligible, Medicare could pay for 75% or more of your drug costs, including monthly prescription drug premiums, annual deductibles, and co-insurance. Additionally, those who qualify will not be subject to the coverage gap or a late enrollment penalty. Many people are eligible for these savings and don't even know it. For more information about this Extra Help, contact your local Social Security office, or call Social Security at 1-800-772-1213. TTY users should call 1-800-325-0778. You can also apply for Extra Help online at [www.socialsecurity.gov/prescriptionhelp](http://www.socialsecurity.gov/prescriptionhelp).

If you qualify for Extra Help with your Medicare prescription drug coverage costs, Medicare will pay all or part of your plan premium. If Medicare pays only a portion of this premium, we will bill you for the amount that Medicare doesn't cover.

### Please select a premium payment option:

- Automatic deduction from your monthly Social Security or Railroad Retirement Board (RRB) benefit check.

I get monthly benefits from: \_\_\_ Social Security      \_\_\_ RRB

It can take up to 90 days to receive SSA/RRB withhold acceptance. SSA/RRB will begin deducting on the date of acceptance. Members will receive an invoice for any months prior to the withhold acceptance date by SSA/RRB, which will be their responsibility to pay. In limited circumstances, Medicare may not allow for the SSA/RRB deduction option and may instruct the plan to directly bill the member. If this occurs, you will be notified in writing. If you select this payment option, you will not receive a monthly invoice.

- Electronic Funds Transfer (EFT) from your bank account each month.

If you choose to have the funds taken directly out of your checking account, this is referred to as Electronic Funds Transfer (EFT). If you elect this method of payment, you will receive a letter from the plan requesting a Voided Check be returned with the letter for account setup. Do not submit a voided check at time of enrollment. Your request will be processed within 60 business days of receipt of returned voided check and letter. Premiums are deducted from your bank account on the 2<sup>nd</sup> day of the month for the current month's coverage. If you select this payment option, you will not receive a monthly invoice.

- Direct Pay

You will receive a monthly invoice containing payment instructions.



*A Mary Washington Medicare Advantage Plan*

Please return completed application to:  
Riverside Medicare Advantage  
P.O. Box 12487  
St. Louis, MO 63132

Please call 855.948.0353 for more information, including free language translation services, regarding your Riverside Medicare Advantage plan. TTY users call the national relay service toll free at 711. Our telephone lines are open seven days a week from 8:00 a.m. to 8:00 p.m. You may receive a messaging service on weekends from April 1 through September 30 and holidays. Please leave a message and your call will be returned the next business day. Riverside Medicare Advantage is an HMO plan with a Medicare contract under Mary Washington Medicare Advantage. Enrollment in Riverside Medicare Advantage depends on contract renewal. You must continue to pay your Medicare Part B premium.

### 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.

**FOR OFFICE USE ONLY**

<b>Confirmation #</b> (Quick Entry or Phone Enroll):		<b>Application Log #:</b>				
<b>Plan ID #:</b>		<b>Effective Date of Coverage:</b>				
<b>Election Periods:</b>	<input type="checkbox"/> <b>ICEP (I)</b>	<input type="checkbox"/> <b>IEP (E)</b>	<input type="checkbox"/> <b>2<sup>nd</sup> IEP (F)</b>	<input type="checkbox"/> <b>AEP (A)</b>	<input type="checkbox"/> <b>OEP (M)</b>	<input type="checkbox"/> <b>OEPI (T)</b>
<b>Special Election Periods:</b> (Must check all that apply)						
<b>SEP (S)</b> <input type="checkbox"/> SPAP (38) <input type="checkbox"/> Loss of SNP (35) <input type="checkbox"/> Retro Entitlement (32) <input type="checkbox"/> Involuntary Loss/Cred. Coverage (22) <input type="checkbox"/> Contract/Plan Non-Renewal (12) <input type="checkbox"/> Contract Violations <input type="checkbox"/> Contract Term – Immediate (11) <input type="checkbox"/> Contract Term – MAO (12) <input type="checkbox"/> Contract Term – CMS (11) <input type="checkbox"/> CMS Sanction (23) <input type="checkbox"/> FEMA/Disaster (01) <input type="checkbox"/> Plan Placed in Receivership (39) <input type="checkbox"/> CMS Identified Consistent Poor Performing Plan (40) <input type="checkbox"/> Accessible Format Delay (21) <input type="checkbox"/> Inv. Dis. – Loss of Part B (25) <input type="checkbox"/> PACE Transition (27) <input type="checkbox"/> Cost Plan Non-Renewal (28) <input type="checkbox"/> Drop Medigap in Trial Period (29) <input type="checkbox"/> Additional Part D IEP Eligibility (31) <input type="checkbox"/> Part B General Enrollment (34) <input type="checkbox"/> Lawfully Present (37) <input type="checkbox"/> COVID-19 Disaster (02)			<b>SEP (V)</b> <input type="checkbox"/> Permanent Move  <b>SEP (W)</b> <input type="checkbox"/> Gain or Loss of Employer Coverage  <b>SEP (L) Allowed once per Quarter</b> <input type="checkbox"/> Dual Eligible/Has Medicaid <input type="checkbox"/> Has Non-Dual with LIS  <b>SEP (U)</b> <input type="checkbox"/> Gain/Loss/Change in Dual Eligible Status <input type="checkbox"/> Gain/Loss/Change of Medicaid <input type="checkbox"/> Gain/Loss/Change in Non-Dual LIS  <b>SEP (R)</b> <input type="checkbox"/> 5-Star SEP			
<b>Producer Name:</b>			<b>Producer NPN:</b>		<b>Application Receipt Date:</b>	



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Riverside Medicare Advantage  
P.O. Box 12487  
St. Louis, MO 63132

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**Mary Washington**  
Medicare Advantage

**Multi-Language Insert**

**Multi-language Interpreter Services**

**English:** We have free interpreter services to answer any questions you may have about our health or drug plan. To get an interpreter, just call us at 844.529.3760 (TTY:711). Someone who speaks English/Language can help you. This is a free service.

**Spanish:** Tenemos servicios de intérprete sin costo alguno para responder cualquier pregunta que pueda tener sobre nuestro plan de salud o medicamentos. Para hablar con un intérprete, por favor llame al 844.529.3760 (TTY:711). Alguien que hable español le podrá ayudar. Este es un servicio gratuito.

**Chinese Mandarin:** 我们提供免费的翻译服务，帮助您解答关于健康或药物保险的任何疑问。如果您需要此翻译服务，请致电 844.529.3760 (TTY:711)。我们的中文工作人员很乐意帮助您。这是一项免费服务。

**Chinese Cantonese:** 您對我們的健康或藥物保險可能存有疑問，為此我們提供免費的翻譯服務。如需翻譯服務，請致電 844.529.3760 (TTY:711)。我們講中文的人員將樂意為您提供幫助。這是一項免費服務。

**Tagalog:** Mayroon kaming libreng serbisyo sa pagsasaling-wika upang masagot ang anumang mga katanungan ninyo hinggil sa aming planong pangkalusugan o panggamot. Upang makakuha ng tagasaling-wika, tawagan lamang kami sa 844.529.3760 (TTY:711). Maaari kayong tulungan ng isang nakakapagsalita ng Tagalog. Ito ay libreng serbisyo.

**French:** Nous proposons des services gratuits d'interprétation pour répondre à toutes vos questions relatives à notre régime de santé ou d'assurance-médicaments. Pour accéder au service d'interprétation, il vous suffit de nous appeler au 844.529.3760 (TTY:711). Un interlocuteur parlant Français pourra vous aider. Ce service est gratuit.

**Vietnamese:** Chúng tôi có dịch vụ thông dịch miễn phí để trả lời các câu hỏi về chương sức khỏe và chương trình thuốc men. Nếu quý vị cần thông dịch viên xin gọi 844.529.3760 (TTY:711) sẽ có nhân viên nói tiếng Việt giúp đỡ quý vị. Đây là dịch vụ miễn phí.

**German:** Unser kostenloser Dolmetscherservice beantwortet Ihren Fragen zu unserem Gesundheits- und Arzneimittelplan. Unsere Dolmetscher erreichen Sie unter 844.529.3760 (TTY:711). Man wird Ihnen dort auf Deutsch weiterhelfen. Dieser Service ist kostenlos.



## Mary Washington Medicare Advantage

**Korean:** 당사는 의료 보험 또는 약품 보험에 관한 질문에 답해 드리고자 무료 통역 서비스를 제공하고 있습니다. 통역 서비스를 이용하려면 전화 844.529.3760 (TTY:711)번으로 문의해 주십시오. 한국어를 하는 담당자가 도와 드릴 것입니다. 이 서비스는 무료로 운영됩니다.

**Russian:** Если у вас возникнут вопросы относительно страхового или медикаментного плана, вы можете воспользоваться нашими бесплатными услугами переводчиков. Чтобы воспользоваться услугами переводчика, позвоните нам по телефону 844.529.3760 (TTY:711). Вам окажет помощь сотрудник, который говорит по-русски. Данная услуга бесплатная.

**Arabic:** إننا نقدم خدمات المترجم الفوري المجانية للإجابة عن أي أسئلة تتعلق بالصحة أو جدول الأدوية لدينا. للحصول على مترجم فوري، ليس عليك سوى الاتصال بنا على 844.529.3760 (711). سيقوم شخص ما يتحدث العربية بمساعدتك. هذه خدمة مجانية.

**Hindi:** हमारे स्वास्थ्य या दवा की योजना के बारे में आपके किसी भी प्रश्न के जवाब देने के लिए हमारे पास मुफ्त दुभाषिया सेवाएँ उपलब्ध हैं। एक दुभाषिया प्राप्त करने के लिए, बस हमें 844.529.3760 (TTY:711) पर फोन करें। कोई व्यक्ति जो हिन्दी बोलता है आपकी मदद कर सकता है। यह एक मुफ्त सेवा है।

**Italian:** È disponibile un servizio di interpretariato gratuito per rispondere a eventuali domande sul nostro piano sanitario e farmaceutico. Per un interprete, contattare il numero 844.529.3760 (TTY:711). Un nostro incaricato che parla Italianovi fornirà l'assistenza necessaria. È un servizio gratuito.

**Portugués:** Dispomos de serviços de interpretação gratuitos para responder a qualquer questão que tenha acerca do nosso plano de saúde ou de medicação. Para obter um intérprete, contacte-nos através do número 844.529.3760 (TTY:711). Irá encontrar alguém que fale o idioma Português para o ajudar. Este serviço é gratuito.

**French Creole:** Nou genyen sèvis entèprèt gratis pou reponn tout kesyon ou ta genyen konsènan plan medikal oswa dwòg nou an. Pou jwenn yon entèprèt, jis rele nou nan 844.529.3760 (TTY:711). Yon moun ki pale Kreyòl kapab ede w. Sa a se yon sèvis ki gratis.

**Polish:** Umożliwiamy bezpłatnie skorzystanie z usług tłumacza ustnego, który pomoże w uzyskaniu odpowiedzi na temat planu zdrowotnego lub dawkowania leków. Aby skorzystać z pomocy tłumacza znającego język polski, należy zadzwonić pod numer 844.529.3760 (TTY:711). Ta usługa jest bezpłatna.

**Japanese:** 当社の健康 健康保険と薬品 処方薬プランに関するご質問にお答えするため、無料の通訳サービスがあります。通訳をご用命になるには、844.529.3760 (TTY:711)にお電話ください。日本語を話す人者が支援いたします。これは無料のサービスです。