



CHANGE FORM

Please print. Complete this form with all necessary information to ensure your changes are made in a timely manner.

This change is for: Dental HMO Indemnity/PPO Vision

Group Number:		Group Name:		Effective Date:	Type of Change: <input type="checkbox"/> Name <input type="checkbox"/> Address and/or Phone <input type="checkbox"/> Dental Office		<input type="checkbox"/> Terminate all Dental coverage <input type="checkbox"/> Terminate all Vision coverage <input type="checkbox"/> Reinstate COBRA <input type="checkbox"/> Dependent changes
Employee Name:		Previous Name (if this is a name change):					
Family ID/SSN#:		New Address:			Previous Address (if this is an address change):		
New Home Telephone Number:		New City, State, Zip:			Previous City, State, Zip:		
Required if changing dental offices		Dental office – 1 st Choice (Dental HMO only)			Dental office – 2 nd Choice (Dental HMO only)		

Dependent(s) information (Changes for dependents only):

Required if changing dental offices

Add	Term	D	V	Last Name	First Name	Date of Birth	Relationship	Dental office – 1 st Choice (Dental HMO only)	Dental office – 2 nd Choice (Dental HMO only)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

form002/3-07

*Sometimes the first dental office selection may be unavailable. If that occurs, we will process the second choice.

Employee signature: _____ Date signed: _____

FAX to: SafeGuard Group Billing & Eligibility at **949.360.3695**

Insurance programs underwritten by SafeHealth Life Insurance Company.
 HMO benefits provided by SafeGuard Health Plans, Inc.
 In Florida, SafeGuard Health Plans, Inc. provides benefits as a prepaid service organization as described in Chapter 636 of the Florida statutes.

SafeGuard® is a registered trademark of SafeGuard Health Enterprises, Inc.