





## Quick View Reminders Small Group (1-50) *Updated September 2, 2016*

| TOPIC   | <br>New Business                 | <br>Existing Business            | REMINDER  |
|---|---|---|---|
| <b>Paperwork Deadlines</b>  | <b>2 weeks</b><br>(In advance of effective date)  | <b>30 days</b><br>(In advance of effective date)  | <ul style="list-style-type: none"> <li>• Renewal paperwork to Blue Cross and Blue Shield of Texas (BCBSTX) is due 30 days in advance of the effective date.</li> <li>• <b>December renewals are the exception:</b> Paperwork is due 45 days in advance of the effective date.</li> <li>• New business paperwork is due two weeks in advance of the effective date.</li> <li>• Read more <a href="#">information</a> on current renewals.</li> </ul>                             |
| <b>2016 Transitional Policy Extension</b>                                 | N/A   | September, October, November and December 2016<br>Renewing Groups with existing transitional policy plans         | <p>Existing extended transition policies may be renewed for policy years beginning on or before Oct. 1, 2017, provided that all transition policies end by Dec. 31, 2017.</p> <p>This applies to groups enrolled in a benefit plan that existed before Jan. 1, 2014, and does not include all the Affordable Care Act requirements for qualified health plans.</p>  |
| <b>NEW for 2016: Embedded Pediatric Dental</b>                            | Pediatric Dental Attestation forms are no longer required.  | Pediatric Dental Attestation forms are no longer required.  | Beginning Jan. 1, 2016, pediatric dental services and rates for members up to age 19 will be embedded in all Affordable Care Act (ACA) metallic medical plans at no additional cost. This change means that Pediatric Dental Attestation forms are no longer required.  |
| <b>Composite Billing Option</b>   | <a href="#">Composite Rate Billing Method Declaration form</a> is required.                                       | <a href="#">Composite Rate Billing Method Declaration form</a> is required.                                       | <p>Effective Dec. 1, 2015, premium rates for all ACA Metallic plans (including medical and dental plans) now include the option for accounts to view and be billed with a four-tier composite rate structure (Employee, Employee + Spouse, Employee + Child(ren) and Employee + Family (Spouse with children)).</p> <p><b>Existing groups with Composite Billing and renewing December 2016 do not need to resubmit the Composite Rate Billing Method Declaration form.</b></p> |
| <b>Revert from Composite Billing to Age Billing</b>                       | N/A   | Change Request<br>(plus BPA if including plan changes)  | If a renewing group currently has Composite Billing (ACA Metallic plans) and wants to revert back to Age Billing at renewal, the group must email the change request to <a href="mailto:sbscamend@bcbstx.com">sbscamend@bcbstx.com</a> or fax to 972-231-6931. If making plan changes, also include the BPA.  |
| <b>MSP Information Submission</b>   | Included with the Employer Group Information form   | <b>September 16 Deadline</b><br>Submit on BAE   | Data collection efforts are underway for groups to update <b>Medicare Secondary Payer (MSP)</b> information through <a href="#">Blue Access for Employers<sup>SM</sup> (BAE<sup>SM</sup>)</a> . Read <a href="#">article</a> details.   |
| <b>In-Vitro Fertilization (IVF) Benefits</b>                              | <br>Double check BPA selection | <br>Double check BPA selection | <ul style="list-style-type: none"> <li>• The IVF purchase option is required for applying groups.</li> <li>• Employers have the option of accepting or declining the IVF benefits.</li> <li>• <b>Caution:</b> If IVF is selected, significant rating impacts will apply. Double check the Benefit Program Application (BPA).</li> <li>• Request to remove the IVF benefit after selecting will require the group to make an Anniversary Date change.</li> </ul>                 |
| <b>Blue Directions<sup>SM</sup> for Small Business</b><br>Online platform | <b>Available</b><br>No Charge to Use  | <b>Available</b><br>No Charge to Use  | Blue Directions for Small Business is the game-changing online platform that makes it easy for producers to serve and support their clients. Simplifies benefits program design, administration and employee plan elections. See <a href="#">details</a> including fliers to download.  |

### Additional Resources

- [Small Group Resource Guide](#) with contact information to help sell and service accounts.
- Instruction guide to access [Renewal Exhibits online](#) via Blue Access for Producers<sup>SM</sup> (BAP) and receive *in advance* of regular email delivery.