

Teladoc Enrollment Form

To be completed by employee – All Information is required.

Employee Name: (Last, First, MI): _____
Social Security Number: _____ Date of Birth: _____
Telephone: _____ Marital Status: ☐ Single ☐ Married Gender: ☐ Male ☐ Female
Home Address: _____
City: _____ State: _____ Zip: _____
Employee Email: _____ Home Email: _____

Teladoc Election *(Please check both boxes)*

- ☐ I hereby certify that I **do not** participate in Tusculum's Medical Plan and would like to participate in Teladoc.
- I understand that by participating in Teladoc, I will be charged \$5.00 per month.
 - I understand that all of my dependents will have access to Teladoc.
- ☐ I authorize the charges above and the necessary deductions from my payroll check.

Authorization *(Enrollment must occur within 30 days from the date the employee becomes eligible or experiences a qualified status change.)*

I hereby apply for insurance and/or self-funded benefits and understand that if I am not active at work for the required number of hours according to the PLAN document at the time my application is approved, the coverage is not effective until the date requirement is met.

I authorize any necessary pre-tax deductions from my salary for any contribution required.

In compliance with HIPPA Privacy Rules a Covered Entity (Tusculum College Health Plan) may not use or disclose Protected Health Information (PHI), except, for treatment, payment and plan operations. Health information is defined as any information that is created or received by a Covered Entity or an employer and relates to the past, present or future physical or mental health of an individual. A special provision of the Privacy Rule permits a health plan, health insurance carrier to disclose PHI to the employer, as plan sponsor, if certain conditions are met.

Tusculum College's Flexible Benefits Plan only provide for an open enrollment period to occur once per year. Employees can change their benefit elections at a time other than open enrollment only if they have a 'qualifying change in family status' recognized under the Tusculum College Flexible Benefits Plan. In order for employees' premiums for health benefits to be on a pretax basis under the Premium Account Plan, the plan may not allow changes in elections during the year, except in limited circumstances listed in IRS rules. Note that even if an event is listed in the IRS regulations, the plan cannot allow a change unless it is specifically recognized by the plan's terms.

This agreement shall remain in effect until I notify Human Resources in writing or upon termination of my employment.

Employee Signature

Date