

Reminder on what is required for an RFP:

NEW: Cigna no longer requires individual medical applications for groups with existing coverage. We are asking for a dependent level census which will be run through an RX database for risk adjustments if needed. Final quotes returned to broker.

- **Census (dependent level if the case does not have claims); Subscriber level if it is 100+ with claims**
 - Must be in EXCEL
 - Census must have first and last name, DOB, gender, individual zip code (for all subscribers and dependents) and must also have an enrollment tier column and plan allocation (if applicable).
 - Dependents must be listed under the
 - ****We still need to assess participation, so we would like to know the number of WAIVERS in the group.**

Member Last Name	Member First Name	Home Zip Code	Mbr DOB	Gender	Relationship: (Sub)scriber (Sp)ouse (Ch)ild	Coverage Tier: (E)mployee (ES)Employee/Spouse (EC)Employee/Child (ECH)Employee/Children (F)Family (W)waiver
	<u>Examples:</u>					
Mous e	Mick ey	23060	9/27/1960	M	Subs criber	E
Flints tone	Fred	23294	2/15/1973	M	Subs criber	F
Flints tone	Wilma	23294	8/28/1975	F	Spous e	
Flints tone	Pebbles	23294	12/25/2011	F	Child	

- Current benefit plan summaries
- Current rates
- Renewal package and Renewal rates (once available)
- Claims and utilization (if applicable based on size)
- Basic group information: name, address, carrier history, #eligible employees versus enrolling, etc.
- Any known history always helps as well!

*Cigna no longer requires individual medical underwriting on groups without claims. However, the caveat to this is if the group does not have current medical coverage.