

Qualifying for a special enrollment period

Open enrollment is over, but if you have experienced a qualifying life event (such as marriage, birth of a child, or loss of other health coverage), you may be eligible for a special enrollment period. If any of the qualifying life events below describe you, then it may not be too late to get health insurance. In most cases you have **60 calendar days** from the date of the qualifying life event to enroll in a new plan.

You will need to provide acceptable documentation to UPMC Health Plan within 60 days of your qualifying life event. This documentation is required to complete your application. You cannot enroll in coverage until the documentation is received and validated. You can submit your supporting documentation through one of the following:

- Recommended method: Upload documentation at www.upmchealthplan.com/SalesDocumentation.html
- Fax: 1-877-500-5179
- Mail: UPMC Health Plan, Attn: Sales, 600 Grant Street - Floor 25, Pittsburgh, PA 15219
- Visit: Insurance agent

If you have questions, please call a UPMC Health Plan licensed sales representative at 1-877-563-0292.

Qualifying Life Event	Supporting Documents
You have a newly born child, a newly adopted child, or a new foster child.	<ul style="list-style-type: none"> • Birth certificate • Existing UPMC member with claim of birth on file • Legal papers for adoption or foster care
You gained a dependent or became a dependent when you recently married or entered into a domestic partnership.	<ul style="list-style-type: none"> • Marriage certificate • Domestic partnership certificate
You lost a dependent because of death or divorce.	<ul style="list-style-type: none"> • Divorce decree • Death certificate
You recently made a permanent move into the service area. Temporary moves do not qualify. The service area includes the counties where UPMC <i>Advantage</i> is available.	<ul style="list-style-type: none"> • Proof of new residence: <ul style="list-style-type: none"> - Dated rental or lease agreement - Deed - Purchase agreement - New driver's license or state photo ID card • Utility bill in the applicant's name and containing the new address • Paperwork confirming departure date from active military service
You received a court order that affects insurance coverage. This may be, for example, a divorce decree or custody order.	<ul style="list-style-type: none"> • Copy of the court order
You gained U.S. citizenship or lawful presence in the United States.	<ul style="list-style-type: none"> • Proof of citizenship • Copy of green card, educational certificate, or visa
You had a change in income that affects your eligibility for premium tax credits or cost-sharing reductions. For people already enrolled in federal Health Insurance Marketplace coverage, this affects eligibility for premium tax credits or cost-sharing reductions.	<ul style="list-style-type: none"> • Copy of federal Health Insurance Marketplace eligibility notice
You were released from incarceration.	<ul style="list-style-type: none"> • Prison release form

Qualifying Life Event	Supporting Documents
You lost or will lose in the next 60 days what the Affordable Care Act calls “minimum essential coverage” because of losing your employer’s coverage. It does not apply if you lost coverage because you did not pay your health insurance bills or premiums.	<ul style="list-style-type: none"> ▪ Document showing loss of coverage from your current carrier ▪ Notice of termination of benefits from the employer ▪ COBRA eligibility notice
You lost or will lose in the next 60 days minimum essential coverage because of aging off a parent’s coverage at 26 or losing eligibility for Medicaid, CHIP, etc.	<ul style="list-style-type: none"> ▪ Document showing loss of coverage from your current carrier ▪ Letter of termination of government-sponsored coverage
You are a member of a federally recognized tribe or an Alaska Native Claims Settlement Act Corp.	<ul style="list-style-type: none"> ▪ N/A — you must enroll through the federal Health Insurance Marketplace

The UPMC Health Plan Marketplace is a shopping site only for UPMC Health Plan products and is not the federal Health Insurance Marketplace. To access, please log in to www.upmchealthplan.com/coverage. To access the federal Health Insurance Marketplace, please visit www.healthcare.gov.

UPMC HEALTH PLAN

Marketplace

U.S. Steel Tower, 600 Grant Street
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