

Application Submission Checklist to Rocky Mountain Health Plans for Medicare Supplement Coverage

This application must be used to write Rocky Mountain Health Plans (RMHP) Medicare Supplement Plans

- Application
 - Printed legibly and entire application completed
 - Signed by client and Producer and dated
- Complete Replacement Notice (if applicable) and leave a copy with client
- Collect premium amount
- Provide client with RMHP enrollment kit including Outline of Coverage and Guide to Health Insurance for People with Medicare (Guide)
- Complete Electronic Funds Transfer form
- Provide client with official receipt signed by Producer
- Complete acknowledgement of receipt of Guide and Outline of Coverage and leave copy of acknowledgement with client

NOTE: A Rocky Mountain Health Plans representative may call to verify/confirm the information provided on the application.