

**TRICARE SELECT ENROLLMENT, DISENROLLMENT, AND CHANGE FORM**

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**RETURN COMPLETED FORM TO THE REGIONAL CONTRACTOR ADDRESS LISTED BELOW:**

**PRIVACY ACT STATEMENT**

**AUTHORITY:** 10 U.S.C. 1075 and 1086, 38 U.S.C. Chapter 17; 32 CFR 199.17; and E.O. 9397 (SSN), as amended.

**PRINCIPAL PURPOSE(S):** To obtain information necessary to permit individuals to enroll, disenroll, or change their enrollment region for TRICARE Select coverage as requested by the individual.

**ROUTINE USE(S):** Collected information may be shared with the Departments of Health and Human Services, Homeland Security, and Veterans Affairs, and other Federal, State, local, or foreign government agencies, private business entities, including entities under contract with the Department of Defense and individual providers of care, on matters relating to eligibility, claims pricing and payment, fraud, program abuse, utilization review, quality assurance, peer review, program integrity, third-party liability, coordination of benefits, and civil or criminal litigation.

**APPLICABLE SORN:** EDHA 07, "Military Health Information System" (June 15, 2020, 85 FR 36190) <https://dpcl.dod.mil/Portals/49/Documents/Privacy/SORNS/DHA/EDHA-07.pdf>

**DISCLOSURE:** Voluntary; however, your failure to provide all the requested information may result in the denial of the request to enroll, disenroll, or change the enrollment for your TRICARE Select health plan coverage.

**TRICARE SELECT**

TRICARE Select is a preferred provider organization (PPO) plan, offering access to network and non-network providers. Your out-of-pocket expenses are less if you use network providers. Referrals for care are not required.

If eligible for TRICARE, you must enroll in either TRICARE Select (or Prime) or you will be considered as having declined TRICARE coverage. Declining coverage means TRICARE will not process your claims from civilian providers and you will only be eligible for space-available care at a military hospital or clinic. If you choose not to enroll, you can enroll during the annual open enrollment period with coverage starting on the first of the following year or following a qualifying life event (see [www.tricare.mil/LifeEvents](http://www.tricare.mil/LifeEvents) for details). You have 90 days from the life event to enroll and your coverage will start on the date of the event (e.g., marriage, birth).

The Department of Defense establishes enrollment fees annually. Active duty family members, certain survivors of active duty deceased service members, and medically retired uniformed service members and their dependents do not pay an enrollment fee. All others must pay the appropriate enrollment fee. If you do not pay your TRICARE Select enrollment fee, you will lose your TRICARE coverage and only be eligible for space-available care at a military hospital or clinic.

**HOW TO ENROLL, DISENROLL OR MAKE CHANGES**

You have 3 ways to enroll, disenroll or change your enrollment:

- (1) ONLINE:**  
Log into the Beneficiary Web Enrollment (BWE) website ([www.tricare.mil/BWE](http://www.tricare.mil/BWE)). You need a Common Access Card (CAC), DS Logon or a DFAS account to log in.
- (2) TELEPHONE:**  
Call your regional contractor at the toll-free number below.
- (3) Mail or FAX:**  
Complete and mail or FAX this form to your Regional Contractor at the address or FAX number below.

**NOTES:**  
 You will be notified of your enrollment or change in writing. You can view your enrollment status at milConnect ( [www.tricare.mil/milconnect](http://www.tricare.mil/milconnect) ).  
 To learn more about TRICARE, go to [www.tricare.mil](http://www.tricare.mil) or your Regional Contractor's website below.

**REGIONAL CONTRACTOR**

**Contractor:**

**Address:**

**Toll-Free Number:**

**Fax Number:**

**Website:**

SPONSOR'S SSN / DBN

**SECTION I - SPONSOR INFORMATION**

**1. SPONSOR'S NAME** (Last, First, Middle Initial) (Must match DEERS) **2. SPONSOR'S SOCIAL SECURITY NUMBER (SSN)** (XXX-XX-XXXX) or **DoD BENEFITS NUMBER (DBN)** (XXXXXXXXXX-XX)

**3. SPONSOR IS:** (X one)  Active Duty  Retired  Unremarried Former Spouse  Deceased (Go to Section II.)

**4. SPONSOR'S TELEPHONE NUMBER** (Include Area Code) **5. SPONSOR'S E-MAIL ADDRESS** **6. SPONSOR'S DATE OF BIRTH** (YYYYMMDD)

a. HOME: c. CELL: b. CITY

b. WORK:

**7. SPONSOR'S RESIDENCE ADDRESS**  New

a. STREET b. CITY

c. STATE d. ZIP CODE e. COUNTRY

**8. SPONSOR'S MAILING ADDRESS** (Provide APO or FPO if stationed overseas)  Same as residence  New

a. STREET b. CITY

c. STATE d. ZIP CODE e. COUNTRY

**9. REQUESTED ACTION FOR ELIGIBLE BENEFICIARIES** (X one)  None (go to Section II)  Enroll  Disenroll  Change Enrollment Region  Decline Coverage  Effective Date Requested: \_\_\_\_\_

**SECTION II - ENROLLING FAMILY MEMBER INFORMATION** (Use additional copies of this page as necessary)

**10. a. FAMILY MEMBER NAME** (Last, First, Middle Initial) (Must match DEERS) **b. DATE OF BIRTH** (YYYYMMDD)

c. REQUESTED ACTION  Enroll  Disenroll  Change Enrollment Region  Decline Coverage  Effective Date Requested: \_\_\_\_\_

d. ADDRESS (Provide address, if different from Sponsor)  Same as Sponsor  New

(1) HOME:

(2) MAILING:

e. TELEPHONE NUMBER (Include Area Code) f. E-MAIL ADDRESS

(1) HOME: (2) WORK: (3) CELL:

**11. a. FAMILY MEMBER NAME** (Last, First, Middle Initial) (Must match DEERS) **b. DATE OF BIRTH** (YYYYMMDD)

c. REQUESTED ACTION  Enroll  Disenroll  Change Enrollment Region  Decline Coverage  Effective Date Requested: \_\_\_\_\_

d. ADDRESS (Provide address, if different from Sponsor)  Same as Sponsor  New

(1) HOME:

(2) MAILING:

e. TELEPHONE NUMBER (Include Area Code) f. E-MAIL ADDRESS

(1) HOME: (2) WORK: (3) CELL:

**12. a. FAMILY MEMBER NAME** (Last, First, Middle Initial) (Must match DEERS) **b. DATE OF BIRTH** (YYYYMMDD)

c. REQUESTED ACTION  Enroll  Disenroll  Change Enrollment Region  Decline Coverage  Effective Date Requested: \_\_\_\_\_

d. ADDRESS (Provide address, if different from Sponsor)  Same as Sponsor  New

(1) HOME:

(2) MAILING:

e. TELEPHONE NUMBER (Include Area Code) f. E-MAIL ADDRESS

(1) HOME: (2) WORK: (3) CELL:

SPONSOR'S SSN / DBN

**SECTION III - REASON FOR DISENROLLING OR DECLINING COVERAGE**

1. NAME OF FAMILY MEMBER:	<input type="checkbox"/> Gained Other Health Insurance	<input type="checkbox"/> Chose Other TRICARE Plan
	<input type="checkbox"/> Other _____	
2. NAME OF FAMILY MEMBER:	<input type="checkbox"/> Gained Other Health Insurance	<input type="checkbox"/> Chose Other TRICARE Plan
	<input type="checkbox"/> Other _____	
3. NAME OF FAMILY MEMBER:	<input type="checkbox"/> Gained Other Health Insurance	<input type="checkbox"/> Chose Other TRICARE Plan
	<input type="checkbox"/> Other _____	
4. NAME OF FAMILY MEMBER:	<input type="checkbox"/> Gained Other Health Insurance	<input type="checkbox"/> Chose Other TRICARE Plan
	<input type="checkbox"/> Other _____	

**SECTION IV - OTHER HEALTH INSURANCE**

PLEASE IDENTIFY IF ANYONE IS CURRENTLY COVERED BY OTHER HEALTH INSURANCE.

<input type="checkbox"/> 1. TRICARE Supplement (no other information is needed)				
<input type="checkbox"/> 2. Medical Insurance:	a. Person(s) Covered:			
b. Policy Holder Name:	c. Carrier Name:	d. Policy Number:	e. Policy Effective Date	
<input type="checkbox"/> 3. Dental Insurance:	a. Person(s) Covered:			
b. Policy Holder Name:	c. Carrier Name:	d. Policy Number:	e. Policy Effective Date	
<input type="checkbox"/> 4. Vision Insurance:	a. Person(s) Covered:			
b. Policy Holder Name:	c. Carrier Name:	d. Policy Number:	e. Policy Effective Date	
<input type="checkbox"/> 5. Prescription Insurance:	a. Person(s) Covered:			
b. Policy Holder Name:	c. Carrier Name:	d. Policy Number:	e. Policy Effective Date	

**SECTION V - SIGNATURE (REQUIRED)**

I understand it is my responsibility to comply with all TRICARE Select policies and procedures. By signing this form, I certify the information provided is true and accurate. Federal funds are involved in this program and any false claims, statements, comments, or concealment of a material fact may be subject to fine and/or imprisonment under applicable Federal law.

1. SIGNATURE OF SPONSOR, SPOUSE, OR OTHER LEGAL GUARDIAN OF BENEFICIARY	2. RELATIONSHIP TO SPONSOR	3. DATE SIGNED (YYYYMMDD)
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**ENROLLMENT NOTE:** Your regional contractor will process your enrollment, disenrollment or change request to be effective on the date requested or the date of event (e.g., initial eligibility, marriage, birth) as appropriate. If your regional contractor receives your enrollment request within 90-days of loss of other TRICARE or healthcare coverage, your TRICARE Select coverage starts on the day after the loss of your other coverage. You should confirm the enrollment or change before obtaining care by calling your Regional Contractor or by viewing your enrollment on milConnect ( [www.tricare.mil/milconnect](http://www.tricare.mil/milconnect) ).

**DISENROLLMENT NOTE:** If you voluntarily disenroll or do not pay your enrollment fee, you will only have space available care at a military hospital or clinic. You may re-enroll during the next open enrollment period or within 90-days of a qualifying life event (see [www.tricare.mil/LifeEvents](http://www.tricare.mil/LifeEvents) for details). You have 90-days from the life event to enroll and your coverage will start on the date of the event (e.g., marriage, birth).

**PAYMENT OPTIONS:** See Section VI on next page.

SPONSOR'S SSN / DBN

**SECTION VI - PAYMENT OF TRICARE SELECT ENROLLMENT FEES**

**NOTE: This section is only for retirees, retiree family members, certain survivors and eligible former spouses.**

If you are entitled to Medicare Part A, you must have Medicare Part B to remain TRICARE-eligible. Retired beneficiaries with any Medicare coverage are not eligible to enroll in TRICARE Select. If you are on Medicare and have any questions regarding your TRICARE eligibility, call your Regional Contractor at the toll-free number on page 1.

**PAYMENT PLAN OPTION:**

**Monthly Payment Plan:** Monthly payments must be recurring electronic payments. You can pay with an allotment from your retired pay, Electronic Funds Transfer (ETF), or by credit/debit card. You will not receive a monthly bill. You must make an initial 3-month payment by check (cashier's or personal check), money order, or credit/debit card at the time of enrollment. Make checks payable to your regional contractor as listed on page 1 of this form.

**Quarterly Payment Plan:** Quarterly payments must be made by credit/debit card or EFT. You will receive a bill each quarter. Contact your regional contractor to explore the option for recurring quarterly payments.

**Annual Payment Plan:** Annual payments must be made by credit/debit card. You will receive a bill each year. Contact your regional contractor to explore the option for recurring annual payments.

**Note:** Checks (cashier or personal) or money orders are only accepted for payment of initial enrollment fees. Regional contractors will not accept checks or money orders for recurring payment of fees.

<b>PAYMENT OPTIONS</b> <i>(Some options are location specific)</i>	<b>MONTHLY</b>	<input type="checkbox"/> Allotment From Retired Pay	<input type="checkbox"/> Electronic Funds Transfer	<input type="checkbox"/> Credit/Debit Card
	<b>INITIAL 3-MONTH PAYMENT</b>	<input type="checkbox"/> Check	<input type="checkbox"/> Money Order	<input type="checkbox"/> Credit/Debit Card

**MONTHLY ALLOTMENT (where feasible, as mandated by law (NDAA for FY2020, Section 702))**

Lack of feasibility includes instances where no (e.g., 100% disabled veterans, certain unremarried former spouses, survivors, etc.) or insufficient retired/retainer pay is available to cover monthly enrollment fees. If allotment is not feasible, payments in the form of Electronic Funds Transfer (EFT) via recurring credit or debit card are allowed.

I choose to have my enrollment fees paid by monthly allotment from my Uniformed Services retired pay.

**NOTE:** Only retired Uniformed Services members and certain Survivors may establish an allotment from their retired pay. The Uniformed Service member must sign below. Your Regional Contractor will charge the correct fee amount each month based on your enrollment, individual or family. (The current rates are at <http://www.tricare.mil/costs>)

**ELECTRONIC FUNDS TRANSFER**

CHECKING *(attach voided check)*       SAVINGS

**FINANCIAL INSTITUTION**

**a. Name:** \_\_\_\_\_ **b. Telephone Number:** \_\_\_\_\_  
**c. Address:** \_\_\_\_\_  
**d. Name on Account:** \_\_\_\_\_  
**e. Account Number:** \_\_\_\_\_ **f. ABA Routing Number:** \_\_\_\_\_

**CREDIT/DEBIT CARD**

INITIAL 3-MONTH PAYMENT       VISA/MASTERCARD MONTHLY RECURRING PAYMENTS *(your Regional Contractor may offer other options):*

**a. Cardholder Name:** \_\_\_\_\_  
**b. Credit/Debit Card Number:** \_\_\_\_\_ **c. Expiration Date (MM/YYYY)** \_\_\_\_\_  
**d. Card Verification Code (CVC)** \_\_\_\_\_ **NOTE:** Your Regional Contractor will charge the correct fee amount based on your enrollment, individual or family. (The current rates are at [www.tricare.mil/costs](http://www.tricare.mil/costs))  
(3-digit number on reverse side of card)

**SIGNATURE**

My signature authorizes the Regional Contractor to START, CHANGE, or STOP my automated payments as indicated above. Fee amounts, as determined by TRICARE and subject to change each year, will be withdrawn between the first and the fifth business day based on the payment option selected. This authorization will remain in force unless cancelled by me, my Regional Contractor or my financial institution. I understand a \$20.00 administrative fee may be assessed for any payments returned due to insufficient or unavailable funds.

<b>1. SIGNATURE OF SPONSOR, SPOUSE, OR OTHER LEGAL GUARDIAN OF BENEFICIARY</b>	<b>2. DATE (YYYYMMDD)</b>
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