

CIGNA-HEALTHSPRING ENROLLMENT FAX COVER SHEET (DO NOT COPY)



Customer name: _____ Customer's Medicare number: _____

Agent name: _____ Agent ID number: _____

Included (please check all applicable):

Application Power of Attorney (POA) Scope of Appointment

Scope Appointment Confirmation Number (AVL#): _____

Number of pages (including cover sheet): _____

INSTRUCTIONS

All applications must be faxed to Cigna-HealthSpring. All faxed applications must have this Cigna-HealthSpring sales cover sheet as the first page.

Remember: Fax your applications within the first 24-48 hours to prevent delays. When faxing several applications at once, please include a cover sheet as the first page of each application. For example, if you are sending in three applications at once, make sure you include three cover sheets, one on top of each application. If you need additional cover sheets, please visit the Resource Library at <https://cignahealthspringproducers.com>.

Please double-check your application before faxing and confirm that you have completed and included the following. This will help prevent applications from being placed in the Request for Information (RFI) process.

Application has been signed and dated correctly by both the customer and the agent

Eligibility has been confirmed and correct plan is selected

Medicare number is correct on your Medicare card

First name, middle initial/name, last name (should be the same as on Medicare card)

Physical address and county (cannot be a P.O. Box number)

Mailing address (if different from physical address)

Scope of AVL# in the area provided above

How did you obtain the application?

Home visit Seminar Office walk-in

Other: _____

Please use the appropriate fax number listed below to fax the application:

- Alabama (includes Alabama, Florida and South Mississippi): **1-877-818-8162**
- Atlanta: **1-855-826-3789**
- Illinois and Indiana: **1-877-818-9225**
- North Carolina: **1-855-826-3790**
- Tennessee (includes Tennessee, North Georgia, North Mississippi and Eastern Arkansas): **1-877-818-9299**

- South Carolina: **1-855-826-3791**
- Pennsylvania: **1-855-246-5870**
- Texas (includes Western Arkansas): **1-877-818-8163**
- Maryland (includes Maryland, DC and Delaware): **1-855-246-5877**
- Kansas City: **1-844-372-4803**



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