Subscriber Changes

Subscriber changes are also available via the quick link on the Eligibility screen.

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	Employees Resources									
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Change — Request	<u>< Back</u> Sam Jones									
	View all family members									
	Name: Sam Jones	Member ID: 66666666600	Address: 4161 E 96th St Indianapolis IN, 46240	Status: Active						
	Relationship Code 18	Relationship Insured (Policyholder/Employee)	Original Effective Date:	Group Name: Circle City						
	Group Number: 300	DOB: 01/05/1962	Plan: GH							
	Coverages									
	Coverage Type	Plan Name		Coverage Dates						
		VISION		01/01/2024 - Active						
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Complete the required fields for the request and scroll down to view additional fields.

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Dependent Changes

Note: Section B is the dependent information only.

In order to add a dependent, complete the fields labeled "Required".

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