



Thanks for your interest in AccessTN!

How do I apply?

Fill in the AccessTN Application for Health Coverage. Just work through it section by section. Be sure to read all pages, including important information about your choices, rights, and responsibilities. Make sure the application is complete and then sign it.

Call 1-866-636-0080 toll free if you have questions or need help with the application.

Information on the health plans offered and on how to figure your premium is in this enrollment packet and at www.AccessTN.gov. You do not have to send a check or money order for your premium with this application. You should estimate your premium to see that you can afford to pay it each month, along with your deductible and co-insurance.

If you are applying for premium assistance, you should include the Application for State Premium Assistance with your Application for Health Coverage. If your application for premium assistance comes in separately, your premium assistance may start later than the effective date of your health coverage.

All of these forms are also available on the web at www.AccessTN.gov.

Remember: AccessTN does not return copies of your papers. Please make copies of the application(s) and your supporting papers for your records before submitting.

Applications may take two weeks or more to process. You will be notified in writing when you are approved or denied, or if you need to submit additional information.

Please mail your completed applications to:

AccessTN
c/o BlueCross BlueShield of Tennessee, Inc.
1 Cameron Hill Circle
Chattanooga TN 37402

If you prefer, you may fax your completed application(s) and papers toll free to (secure fax) 1-866-636-0161 (secure fax).

Call 1-866-636-0080 toll free if you have questions or need help.

Checklist

Review these before sending your application in to make sure it is complete

Did you fill in all parts of the application that apply to you and sign in blue or black ink? When you mail, make sure to attach enough postage.

Did you remember to provide proof you are a Tennessee resident? A copy is required to show where you live. Any proof must show the residence address used on this application and your name. Or it can show the name of your guardian or spouse, or a parent's name if the applicant is a minor child.

Examples of the papers you can use include – this is not a complete list and you only need one:

- Current utility bill including telephone, electric, water, gas, cable, etc. (Current within 90 days)
- Current bank statement (NOT copies of your checks)
- Current driver license or ID, or motor vehicle registration issued by the State of Tennessee
- Current IRS tax reporting W-2 Form

Did you attach proof of your eligibility (ONE of the ways below)?

ONLY if you are using Federal Eligibility -finishing COBRA coverage or using other HIPAA portability coverage - attach a copy of your certificate of creditable coverage, or other proof of that insurance.

ONLY if you are using State Eligibility because you cannot get individual insurance (uninsurable), send papers to show you qualify in ONE of the two ways below:

- Only if you are using an insurance denial letter, be sure to attach a copy of the denial.
- Only if you are using one of the 55 listed medical conditions to show you are uninsurable, did you include a doctor's statement? There is a form for your doctor to use, a listing of applicable medical codes. Your doctor can also write a letter but it must be signed and contain diagnosis information, including medical coding (ICD-9 or CPT) details.

If you believe you qualify for Portability coverage or other exception to the 3 month period without insurance, please attach your certificate of creditable coverage or other proof of your previous insurance.

If you want help paying your premium based on your income, did you complete and sign the Application for State Premium Assistance and attach a copy of your most recent tax filing or other proof of family income? You must be in Plan One to receive premium assistance. If your premium assistance application comes in separate from your AccessTN application, then your premium assistance may start after your health coverage.

If you are not a U.S. Citizen, did you attach proof of your immigration status? The Qualified Alien Exception Statement lists the categories of legal immigrants that may enroll in AccessTN.

Call 1-866-636-0080 toll free with questions or for help with these papers.