Enrollment Application Checklist

1.800.435.2432 GetCoveredLA.org

Navigators FOR A HEALTHY LOUISIANA

Health Insurance Marketplace

Please bring the following information during a health insurance application enrollment appointment for everyone in your tax household:

- ☐ Full names (as they appear on government documents especially as it appears on your social security card)
- ☐ Dates of birth
- ☐ Social Security numbers
- ☐ Immigration document information for legal and naturalized citizens (applies only to immigrants that are asking for coverage)*
- ☐ Number of people in the tax household (yourself, spouse, dependents, any children under age 21 who live with you)
- ☐ Estimated amount of gross income (not take home pay amount) for everyone during the **month** that the application is submitted
- ☐ Estimated amount of gross income (not take home pay amount) for everyone during the **calendar year** that the application is being submitted
- ☐ Name and phone number of company where each person works
- ☐ Knowledge of whether your job or your spouse's job offers health insurance
- ☐ If you or other family members are eligible for company insurance, then knowledge of what the costs are and when the company's open enrollment dates are
- ☐ If you are applying because you lost health insurance coverage, please know the last date that you had coverage

HELPFUL TIP:

To speed up the process of completing the application, please know your username and password **IF** you have applied to the Marketplace before. If this is the first time you are applying, please bring your cell phone or another device/method to be able to access your personal email account.

If, after submitting an application, you are eligible for Marketplace Health Insurance and wish to choose a plan, please know the following:

- Names (first and last) of the doctor(s) you wish to continue seeing
- Names and dosage of the medicine(s) each person takes
- Name of your preferred hospital

*** You may need one or more of the following depending on your immigration status:**

- Permanent Resident Card, "Green Card" (I-551)
- Reentry Permit (I-327)
- Refugee Travel Document (I-571)
- Employment Authorization Document (I-766)
- Machine Readable Immigrant Visa (with temporary I-551 language)
- Temporary I-551 Stamp (on passport or I-94/I-94A)
- Arrival/Departure Record (I-94/I-94A)
- Arrival/Departure Record in foreign passport (I-94)
- Foreign Passport
- Certificate of Eligibility for Nonimmigrant Student Status (I-20)
- Certificate of Eligibility for Exchange Visitor Status (DS-2019)
- Notice of Action (I-797)
- Document indicating membership in a federally recognized Indian tribe or American Indian born in Canada
- Certification from U.S. Department of Health and Human Services (HHS) Office of Refugee Resettlement (ORR)
- Document indicating withholding of removal
- Office of Refugee Resettlement (ORR) eligibility letter (if under 18)
- Resident of American Samoa card
- Alien number (also called alien registration number or USCIS number) or I-94 number

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