

Helpful Hints - Anniversary Date Changes

Helpful Hints and What you Need to Know

- An anniversary month change allows for an anniversary date change once in a twelve (12) month period.
- Outside of changes to a January anniversary month, the request will require approval based on the justification submitted.
- New benefits and rates may apply. If the anniversary date is moving from one year to another as a result of this request, please note that rates and benefits ***will*** change.
- Accurately completed forms **MUST BE** received no later than the 20th of the month preceding the new anniversary date. For example – new anniversary date is January 1st the accurately completed form **MUST BE** received no later than December 20th.
- If the anniversary month change is approved, the group **MUST BE** paid to the date of the anniversary change. For example – new anniversary date is January 1st the group **MUST BE** to January 1st
- Send completed forms to the anniversary date change mailbox –
 - CASmallGroupAnniversaryDateChanges@anthem.com

Groups should consult their legal counsel and tax advisors prior to requesting an anniversary change. Once the anniversary date has changed, we are unable to undo the request and move back to the prior anniversary date.

