
Want to add subscribers to your Individual List Bill? Here's everything you need!

Dear List Bill Administrator:

Thank you for using Anthem Blue Cross and Blue Shield's Individual List Bill Program. It's the smart and easy way to pay for health coverage.

Making additions to your current List Bill

Enclosed are our **List Bill guidelines**, along with all the forms you need to add new subscribers to your Individual List Bill:

- Permission to Provide List Bill Arrangement Form: This form must be completed by each new subscriber and attached to their application for Individual health coverage
- Request for List Bill Arrangement Form: This form must be completed by you and accompany the subscriber applications/permission forms when you submit them to Anthem.

Making List Bill payments

Each month you'll receive a List Bill statement that lists each individual subscriber's monthly premium, along with a total amount due. You'll also receive a return envelope you can use to submit your List Bill payment. Don't forget to return the List Bill statement with your payment.

Please note: If the amount you collect from subscribers does not match the monthly amount due as indicated on your List Bill, be sure to make a note of the individual amounts that should be posted to each subscriber's policy.

Questions?

If you have any questions about your List Bill, please contact us at 800-713-5811. Subscriber inquiries should be directed to the Customer Service number found on the back of the subscriber's Anthem identification card.

Thank you again for using Anthem's Individual List Bill program. We appreciate your business.

Sincerely,



Carla Brawner
Director II, Enrollment & Retention
Encls.