

New Hampshire Insurance Department

Filing & Binder Requirements for Certified Dental Plans

Updated 3/20/2015

Federal templates and supporting documents may be found through the CMSzONE portal or through the System for Electronic Rate and Form Filing (SERFF)

Loc.	Document Name	Note
Filing		
Filing	Required Form Schedule Documents in SERFF	
	Policy Document	Individual policy, or for group also listed as "Master Contract"
	Certificate	Group plans only
	Outline of Coverage	
	Sample ID Cards	For each plan type/High-Low variations
	Schedule of Benefits	For each plan type/High-Low variations; no variability is permitted, even for off-exchange.
	Application/Enrollment form	Off-exchange only plans
	Employer Application	Group plans (on and off)
Filing	Required Supporting Documentation in SERFF	
	NHID Issuer Checklist (for Applicable Filing Type)	
	Actuarial Memorandum with Rates	
	Compliance Certification	
	Certificate of Readability (Flesch Score)	
	Patient Bill of Rights	
	Summary Notice of Continuation of Coverage Rights	Group plans only
	Managed Care Consumer Guide to External Appeal	
Filing	Receive Conditional Supporting Documentation in SERFF	
	Domestic Partner Affidavit	If plan covers Domestic Partners and requires an affidavit
	Prior Correspondence	If prior correspondence related to this filing is available
	Redlined Copies of Documents Previously Submitted	If prior correspondence related to this filing is available
	Statement of Variability	If variability is present
	Discretionary Clause Endorsement	Group plans only - if plan sponsor designates the Company as a claims fiduciary under ERISA
Binder		
Binder	Required QHP Templates	
	Administrative Data Template	Federal Template
	Plan and Benefits Template	Federal Template
	Network Template	Federal Template
	Service Area Template	Federal Template
	Essential Community Providers Template	Federal Template
	Rate Data Template	Federal Template
	Rating Business Rules Template	Federal Template

Loc.	Document Name	Note
Binder	Required Supporting Documents in SERFF	
	State Licensure	Issuer-Level; must be for product type(s) offered
	Certificate of Good Standing	Issuer-Level
	Plan ID Crosswalk template	Federal Template; Individual Market only
	Compliance Plan and Organizational Chart	Federal Template
	Program Attestations for FFM Issuers	Federal Template
	Federal Network Adequacy Template	Federal Template
	NA Package - Network Attestations	State Template found here
	NA Package - Network Summary Page	State Template found here
	CMS Review Tools Attestation and screen shots	NHID attestation found here
	Advertising Attestation	NHID attestation found here
Binder	Conditional Supporting Documents in SERFF	
	ECP Supplemental Response Form	Conditional
	Stand - Alone Dental Plan Actuarial Value Supporting Documentation and Justification	
	Stand - Alone Dental Plans - Description of EHB Allocation	
	Unique Plan Design Justification	Conditional
	EHB-Substituted Benefit (Actuarial Equivalent) Justification	Conditional
	Discrimination-Cost Sharing Outlier Justification	Conditional
	Discrimination-Language Justification	Conditional
	TPA license(s)	If TPAs are utilized
	Self Evaluation of QHP Issuer Application	
Tool	Issuer used the following QHP Review Tools	
	Master Review Tool	Federal Tool
	Cost Sharing Tool	Federal Tool
	ECP Tool	Federal Tool
	Data Integrity Tool	Federal Tool