# DISCOUNT MEDICAL PLAN ORGANIZATION (DMPO) CONTRACT AND APPLICATION CHECKLIST 

| Statute/Rule | Description | Yes | No | N/A | Page \# |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 690-203.202(1)(a) | All Discount Medical Plan contracts shall include: Name and address of the DMPO. | $\square$ | $\square$ | $\square$ |  |
| 690-203.202(1)(b) | All Discount Medical Plan contracts shall include: Telephone number for member assistance and plan information. | $\square$ | $\square$ | $\square$ |  |
| 690-203.202(1)(c) | All Discount Medical Plan contracts shall include: Name of Group if applicable and the name of the Member. | $\square$ | $\square$ | $\square$ |  |
| 690-203.202(1)(d) | All Discount Medical Plan contracts shall include: Effective date and term of contract. | $\square$ | $\square$ | $\square$ |  |
| 690-203.202(1)(e) | All Discount Medical Plan contracts shall include: Space for rate to be charged and any one time processing fees. | $\square$ | $\square$ | $\square$ |  |
| 690-203.202(1)(f) | All Discount Medical Plan contracts shall include: Mode of payment (monthly, quarterly, etc. with provision for change of mode if applicable). | $\square$ | $\square$ | $\square$ |  |
| 690-203.202(1)(g) | All Discount Medical Plan contracts shall include: Renewal, termination and cancellation conditions. | $\square$ | $\square$ | $\square$ |  |
| 690-203.202(1)(h) | All Discount Medical Plan contracts shall include: Description of benefits to be provided. | $\square$ | $\square$ | $\square$ |  |
| 690-203.202(1)(i) | All Discount Medical Plan contracts shall include: All limitations, exclusions and exceptions. | $\square$ | $\square$ | $\square$ |  |
| 690-203.202(1)(j) | All Discount Medical Plan contracts shall include: Provisions for adding new family members. | $\square$ | $\square$ | $\square$ |  |
| 690-203.202(1)(k) | All Discount Medical Plan contracts and application forms shall contain a unique form number in the lower left hand corner. | $\square$ | $\square$ | $\square$ |  |
| 690-203.202(1)(1) | All Discount Medical Plans member contracts shall include: A description of the member complaint procedure. | $\square$ | $\square$ | $\square$ |  |
| 636.216 | All Discount Medical Plan contracts shall include: the required disclosures. | $\square$ | $\square$ | $\square$ |  |

