

Kaiser Permanente Child Health Plan Updates – October 2008

Renewal Process Extended

Effective October 1, 2008, the renewal process for Kaiser Permanente Child Health Plan (KPCHP) has been extended to **24 months**. Membership for KPCHP will no longer renew at 12 months.

Application Requirements

Due to legal reasons KPCHP is only able to accept the most recent versions of the application. You can find the revision date on the front of the application, in the lower front corner. These are the only applications considered acceptable for processing:

- **Rev. date (1/2008) - January 2008**
- **Rev. date (8/2008)- August 2008**

KPCHP will return applications older than October 2007 to the applicant, along with a new KPCHP application. Original applications are required for submission for new membership so only submit the original and not copies.

Important: Effective January 1, 2009, the only KPCHP applications that will be accepted for new membership are those with a Rev. Date of August 2008.

How to order applications

To place an order for new KPCHP member kits, marketing brochures or membership updates forms send an email to [Kelly Paschal](mailto:Kelly.Paschal). Include the following information:

- Your Agency name
- Your name
- Street address (P.O. boxes not accepted)
- City, State, Zip Code
- Your phone number
- Exact quantities requested (for example: how many kits in Spanish, how many in English)

Orders for KPCHP materials should be sent via email only. Please allow 5 to 7 business days for delivery.