

U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU
ACTING AS COLLECTING AGENT FOR
U.S. DEPARTMENT OF
HEALTH AND HUMAN SERVICES
AGENCY FOR HEALTHCARE RESEARCH AND QUALITY

Medical Expenditure Panel Survey
Insurance Component

**HEALTH INSURANCE COST STUDY
PLAN INFORMATION QUESTIONNAIRE**

INSTRUCTIONS

The MEPS-11(S), Plan Information Questionnaire, is to be completed for ALL health insurance plans offered in 2011 AT THIS GOVERNMENT UNIT. Please use photocopies of this MEPS-11(S) form if sufficient copies were not included in this reporting package.

Section B - GENERAL PLAN INFORMATION

Begin with the plan having the largest enrollment and proceed through to the plan with the smallest enrollment of ACTIVE employees.

Please photocopy this MEPS-11(S) questionnaire if additional forms are needed.

1. For 2011, what was the name of the health insurance plan with the largest (or next largest) enrollment of ACTIVE employees?

- Examples:
- Blue Cross Blue Shield, High Option
 - Option A
 - Aetna HMO

012 Name of plan

2. Which type of health care provider arrangement was available through this plan?

Exclusive providers - Enrollees must go to providers associated with the plan for all non-emergency care in order for the costs to be covered.

Any providers - Enrollees may go to providers of their choice with no cost incentives to use a particular group of providers.

Mixture of preferred and any providers - Enrollees may go to any provider, but there is a cost incentive to use a particular group of providers.

- 103
- 1 Exclusive providers
(Examples: Most HMO, IPA, and EPO-type plans)
 - 2 Any providers
(Examples: Most fee-for-service plans)
 - 3 Mixture of preferred and any providers
(Examples: Most PPO and POS-type plans)

3. Did this plan REQUIRE that the enrollee see a gatekeeper or primary-care physician in order to be referred to a specialist?

For plans with multiple options, answer for the "in-network" option.

- 104
- 1 Yes
 - 2 No
 - 3 Don't know

4. Was this plan offered through a union or a trade association?

- 113
- 1 Union
 - 2 Trade Association
 - 3 Neither

Continue with Page 2, Question 5

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GENERAL PLAN INFORMATION - Continued

5. Was this plan purchased from an insurance underwriter or was it self-insured?

Purchased from an insurance underwriter - (Fully-insured) Coverage is purchased from an insurance company or other underwriter who assumes the risk for the enrollees' medical expenses.

Self-insured - Your government unit assumes the risk for the enrollees' medical expenses and may charge a premium to employees. This plan may be administered by a third party and may employ supplemental stop-loss insurance to limit unanticipated losses.

105

- 1 Purchased - **SKIP to Question 7a**
- 2 Self-insured - *Continue with Question 6a*
- 3 Don't know - **SKIP to Question 7a**

SELF-INSURED PLAN INFORMATION

Complete questions 6a-b if this plan was self-insured.

6a. Did your government unit employ a third party administrator (TPA) for this self-insured plan?

713

- 1 Yes - Used a third party administrator
- 2 No - Self-administered the plan

b. Did your government unit purchase stop-loss coverage for this plan?

107

- 1 Yes
- 2 No

ACTIVE ENROLLMENT

Estimates are acceptable for all enrollment figures.

7a. How many ACTIVE employees were ENROLLED in this plan at this government unit during a typical pay period in 2011?

125

Active employees enrolled in plan at this government unit

Include full-time, part-time, temporary and seasonal employees.

Exclude retirees, former employees, leased or contract workers.

b. How many of these ACTIVE employees were ENROLLED in SINGLE coverage during a typical pay period in 2011?

129

Active employees enrolled in **single** coverage

EMPLOYEE-PLUS-ONE coverage is health insurance coverage for an employee-plus-spouse or an employee-plus-child(ren) AT A LOWER PREMIUM than family coverage.

c. If your government unit offered EMPLOYEE-PLUS-ONE coverage, how many ACTIVE employees were ENROLLED during a typical pay period in 2011?

571

Active employees enrolled in **employee-plus-one** coverage

Include enrollment for both employee-plus-spouse and employee-plus-child(ren) coverage.

d. How many of these ACTIVE employees were ENROLLED in FAMILY (not single or employee-plus-one) coverage during a typical pay period in 2011?

705

Active employees enrolled in **family** coverage

PHSA (COBRA) ENROLLMENT

8. How many FORMER employees were ENROLLED in this plan, excluding retirees, through PHSA (COBRA) or state continuation-of-benefits laws during a typical pay period in 2011?

126

Former employees enrolled in plan, excluding retirees

Continue with Page 3, Question 9a

PLAN PREMIUMS

Report for TYPICAL situations and enrollees.

If this was a self-insured plan, report the premium equivalent.

If premium varied, report for a TYPICAL employee.

Report government unit/employee contributions and total premium for the same period in 2011.

Include any subsidy from an outside third party in the employee contribution for premiums.

If there is an HSA or HRA associated with this plan, include any employer contributions to an HSA or HRA account in the employer contribution for premiums.

SINGLE COVERAGE	
<p>9a. Was SINGLE coverage offered under this plan?</p>	<p>552</p> <p>1 <input type="checkbox"/> Yes - Continue with Question 9b</p> <p>2 <input type="checkbox"/> No - SKIP to Question 10a</p>
<p>b. For this plan, how much did the GOVERNMENT UNIT contribute toward the plan premium of one typical employee with SINGLE coverage?</p>	<p>131</p> <div style="border: 1px solid black; padding: 2px; display: inline-block;"> \$ <input style="border: none; border-bottom: 1px solid black;" type="text"/> .00 </div> <p style="text-align: right; margin-top: 0;">Government unit contribution for single premium</p>
<p>c. How much did this typical EMPLOYEE with SINGLE coverage contribute toward his/her own premium?</p>	<p>132</p> <div style="border: 1px solid black; padding: 2px; display: inline-block;"> \$ <input style="border: none; border-bottom: 1px solid black;" type="text"/> .00 </div> <p style="text-align: right; margin-top: 0;">Employee contribution for single premium</p>
<p>d. What was the TOTAL premium for this typical employee with SINGLE coverage?</p>	<p>130</p> <div style="border: 1px solid black; padding: 2px; display: inline-block;"> \$ <input style="border: none; border-bottom: 1px solid black;" type="text"/> .00 </div> <p style="text-align: right; margin-top: 0;">Total single premium</p>
<p>e. The amounts reported in questions 9b-d are based on which one of the following time periods? Mark (X) only one.</p>	<p>133</p> <p>1 <input type="checkbox"/> Weekly 5 <input type="checkbox"/> Quarterly</p> <p>2 <input type="checkbox"/> Every 2 weeks 4 <input type="checkbox"/> Yearly</p> <p>3 <input type="checkbox"/> Monthly</p>
EMPLOYEE-PLUS-ONE COVERAGE	
<p>EMPLOYEE-PLUS-ONE coverage is health insurance coverage for an employee-plus-spouse or an employee-plus-child(ren) AT A LOWER PREMIUM LEVEL than family coverage.</p> <p><i>If employee-plus-one premiums were different for employee-plus-child(ren) and employee-plus-spouse coverages, report for employee-plus-one child. If premiums varied for other reasons, report for a TYPICAL employee.</i></p>	
<p>10a. Was EMPLOYEE-PLUS-ONE coverage offered under this plan?</p>	<p>570</p> <p>1 <input type="checkbox"/> Yes - Continue with Question 10b</p> <p>2 <input type="checkbox"/> No - SKIP to Page 4, Question 11a</p>
<p>b. For this plan, how much did the GOVERNMENT UNIT contribute toward the plan premium of one typical employee with EMPLOYEE-PLUS-ONE coverage?</p>	<p>636</p> <div style="border: 1px solid black; padding: 2px; display: inline-block;"> \$ <input style="border: none; border-bottom: 1px solid black;" type="text"/> .00 </div> <p style="text-align: right; margin-top: 0;">Government unit contribution for employee-plus-one premium</p>
<p>c. How much did this typical EMPLOYEE with EMPLOYEE-PLUS-ONE coverage contribute toward his/her own premium?</p>	<p>637</p> <div style="border: 1px solid black; padding: 2px; display: inline-block;"> \$ <input style="border: none; border-bottom: 1px solid black;" type="text"/> .00 </div> <p style="text-align: right; margin-top: 0;">Employee contribution for employee-plus-one premium</p>
<p>d. What was the TOTAL premium for this typical employee with EMPLOYEE-PLUS-ONE coverage?</p>	<p>635</p> <div style="border: 1px solid black; padding: 2px; display: inline-block;"> \$ <input style="border: none; border-bottom: 1px solid black;" type="text"/> .00 </div> <p style="text-align: right; margin-top: 0;">Total employee-plus-one premium</p>
<p>e. The amounts reported in questions 10b-d are based on which one of the following time periods? Mark (X) only one.</p>	<p>638</p> <p>1 <input type="checkbox"/> Weekly 5 <input type="checkbox"/> Quarterly</p> <p>2 <input type="checkbox"/> Every 2 weeks 4 <input type="checkbox"/> Yearly</p> <p>3 <input type="checkbox"/> Monthly</p>
<p>Continue with Page 4, Question 11a</p>	

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PLAN PREMIUMS - Continued

FAMILY COVERAGE

If premium varied by family size, report for a family of four.

11a. Was FAMILY coverage offered under this plan?

- 137
- 1 Yes - Continue with Question 11b
- 2 No - **SKIP to Question 12a**

b. For this plan, how much did the GOVERNMENT UNIT contribute toward the plan premium of one typical employee with FAMILY coverage?

- 135
- \$, .00 **Government unit contribution for family premium**

c. How much did this typical EMPLOYEE with FAMILY coverage contribute toward his/her own premium?

- 136
- \$, .00 **Employee contribution for family premium**

d. What was the TOTAL premium for this typical employee with FAMILY coverage?

- 134
- \$, .00 **Total family premium**

e. The amounts reported in questions 11b-d are based on which one of the following time periods?

Mark (X) only one.

- 553
- 1 Weekly 5 Quarterly
- 2 Every 2 weeks 4 Yearly
- 3 Monthly

GENERAL PREMIUM INFORMATION

12a. Did the PREMIUMS charged by the insurance company or carrier vary by any of these characteristics?

Mark (X) all that apply.

- 138 Age
- 139 Gender
- 141 Wage or salary level
- 142 Other
- OR**
- 640 Premiums did not vary

b. Did the amount an EMPLOYEE CONTRIBUTED toward his/her own coverage vary by any of these employee characteristics?

Mark (X) all that apply.

- 641 Hours worked
- 642 Union status
- 643 Wage or salary level
- 644 Occupation
- 706 Length of employment
- 645 Other
- OR**
- 646 Employee contribution did not vary

INDIVIDUAL DEDUCTIBLES

13a. Did this plan have a deductible?

Deductible - Predetermined amount which must be paid by an individual before the plan will reimburse for covered services.

Many HMOs do not have a deductible.

- 151
- 1 Yes - Continue with Page 5, Question 13b
- 2 No - **SKIP to Page 5, Question 16a**



INDIVIDUAL DEDUCTIBLES - Continued

13b. What was the annual deductible an individual paid?

Report "in-network" deductibles (if applicable).
 If separate deductibles apply, enter physician care and hospital care amounts in appropriate boxes.
 If deductible is per overnight hospital stay, it is not an annual deductible and should be reported under 16b.
 DO NOT report COPAYMENTS or individual or family maximums here.

146 , .00 Individual annual deductible

OR

Separate deductibles for:

147 , .00 Physician care

148 , .00 Hospital care

FAMILY DEDUCTIBLES

14a. Did this plan require that a specific number of family members meet their individual deductibles before the family deductible was met?

224

1 Yes - Continue with Question 14b

2 No - **SKIP to Question 14c**

3 Family coverage not offered - **SKIP to Question 15**

b. How many family members were required to meet their individual deductibles before the family deductible was met?

Report for a family of four.

150 Number of family members

c. What was the total annual deductible a family paid?

Report for a family of four.

149 , .00 Total annual family deductible

HEALTH SAVINGS ACCOUNT (HSA)

15. If the deductibles you reported in questions 13 and 14 were \$1,200 or higher for single coverage and \$2,400 or higher for family coverage, did your government unit contribute to a Health Savings Account (HSA) for the plan enrollees in 2011?

714

1 Yes, contributed to an HSA

2 No, did not contribute to an HSA

4 Don't know

PAYMENTS

16a. Was hospital care covered under this plan?

155

1 Yes - Continue with Question 16b

2 No - **SKIP to Page 6, Question 16c**

b. How much and/or what percentage of the total bill did an enrollee pay out-of-pocket for an inpatient hospital admission after any annual deductible was met?

Out-of-pocket expense - Those costs paid directly by the enrollee.
 Some plans may have both a dollar copayment and a percentage coinsurance.
 Report for precertified hospital admissions (if applicable).
 Report for an admission at an "in-network"/participating hospital (if applicable).
 Do not include any physician charges incurred during the hospital admission.

152 , .00 Copayment paid by enrollee for hospital admission

154

1 Per day

2 Per stay

AND/OR

153 % Coinsurance paid by enrollee

Continue with Page 6, Question 16c

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HEALTH REIMBURSEMENT ARRANGEMENT (HRA)

22. An employer can offer a Health Reimbursement Arrangement (HRA) by setting up an account to reimburse employees for medical expenses not covered by health insurance. Did your government unit offer an HRA associated with this plan in 2011?

HRAs are NOT Flexible Spending Accounts (FSAs) or Health Savings Accounts (HSAs).

See definition sheet for more information.

- 710
- 1 Yes
 - 2 No
 - 3 Don't know

PLAN CHARACTERISTICS

23. Could this plan have refused to cover persons with pre-existing medical or health conditions?

- 183
- 1 Yes
 - 2 No

24. Did this plan have a policy requiring a waiting period before covering pre-existing conditions?

- 185
- 1 Yes
 - 2 No

25. Which of the services listed were covered by this plan?

	Yes (1)	No (2)	Don't know (3)
173 Chiropractic care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
587 Routine vision care.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
176 Routine dental care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

***** PLEASE NOTE *****

If your government unit offered MORE THAN ONE health insurance plan, please fill out a MEPS-11(S) for each plan that was offered. Then continue with the form MEPS-11(R), at the back of this package.

If this is your last health insurance plan, please continue with the form MEPS-11(R), Section C.

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