

## Life Insurance Medical History Statement *(Online Application)* Instructions – Standard Insurance Company



If you have made an election that is subject to Evidence of Insurability (as a new hire, during annual enrollment or during a qualifying event), then you must complete your Medical History Statement using the Standard Insurance Company's online statement.

The Medical History Statement is required on the following:

- New Hires - Employee Coverage: EOI is required if you elect an amount of coverage in excess of the Guarantee Issue amount of \$100,000 as a new hire.
- New Hires - Spouse Coverage: EOI is required for all Spouse Dependent Term Life
- Qualifying Event: EOI is required when employees want to make a new election or increase coverage due to a qualifying event such as marriage or birth of a child.
- Annual Enrollment: EOI is required on any addition or increase in coverage on the employee or spouse

This statement is only required if you are requesting employee life insurance that requires a Life Insurance Medical History Statement. The process takes approximately 15 minutes.

**NOTE:** You need to have the amount of coverage you are requesting, all physician names and addresses and personal information (social security number, birthdate, employee's hire date and current salary) in order to begin. Below are instructions to guide you through the process to ensure a successful submission.

Step 1: Go to the following site to begin your online Life Insurance Medical History Statement submission.  
<https://www.standard.com/mybenefits/pinellas/eeoi.html>

Step 2: **Getting Started.** Check the "I Agree" button located at the bottom of the page.

Step 3: **Initial Questions. Enter the applicant's name** – this is the person applying for coverage. i.e., Employee or spouse. Home address is a required field. Home phone number is optional. Click the **Continue** button to go to the next screen.

Step 4: **Demographic Questions. Select an applicant type** – this is the person applying for coverage. The applicant's date of birth is a required field. All other fields on this page are optional. Click the **Continue** button to go to the next screen. You are 18% complete with the submission.

Step 5: **Employment Questions.** Your policy number of 755556 is already prefilled. All other fields are optional. Click the **Continue** button to go to the next screen. You are 33% complete with the submission.

Step 6: **Coverage Questions. Indicate the type of application.**

❖ **New Hires**

If you are a new hire and want more than the Guarantee Issue amount, choose:  Initial.

Example of a new hire electing a total of \$150,000 of coverage.

How much Life Insurance do you currently have (guaranteed issue)?

100,000

How much extra Life Insurance do you want (above the guaranteed issue amount)?

50,000

What is the total amount of Life Insurance that you are applying for?

150,000

❖ **All other employees –**

If you are applying during annual enrollment and increasing your existing amount of coverage, check

Increase in coverage

If you are applying during annual enrollment and do not currently have coverage, check Late Application, which indicates you did not apply for coverage as a new hire.

Late Application *(Note: indicates you did not apply as a new hire but applying later)*

Click the [Continue](#) button to go to the next screen. You are 49% complete with the submission.

Step 7: **Medical Questions.** You must answer all of the health questions in order to advance to the next screen. Click the [Continue](#) button to go to the next screen. You are 63% complete with the submission.

Step 8: **Notices and Signatures.** After reading all of the information, click the [I agree](#) button to go to the next screen. You are 97% complete with the submission.

Step 9: **Submit Form.** You now have the option to make changes or print a copy of your Medical History Statement and submit. **You are only 99% complete with the submission. If you do not click the [Submit](#) button, your application will not be received by The Standard.**

Step 10: **Application Confirmed.** When you receive this notification, you have successfully submitted your application.

