

## **1300.52 Amendments to Plan Application**

An amendment to a plan application pursuant to subdivision (a) of Section 1352 of the Act shall be filed in the Department's Sacramento Office to the attention of the Health Plan Division Filing Clerk, upon the form contained in Section 1300.51 and shall include an original and two complete copies and comply with the following:

### **(a)**

The following portions of the application specified in Rule 1300.51 need not be amended after the issuance of a license: Item E Summary of Information in Application Item H-2 Map of Service Area. Item H-3 Index to Map. Item V Advertising. Item CC Group Contract Enrollment Projections. Item DD Individual Contract Enrollment Projections. Item EE Summary of Enrollment Projections. Item GG Current Financial Visibility Including Tangible Net Equity. Item HH Projected Financial Viability.

### **(b)**

The amendment must be accompanied by a copy of the Execution Page of the application, and all portions of those pages must be completed.

### **(c)**

Attach to the Execution Page only those pages of the application and/or those exhibits which are changed by the amendment.

### **(d)**

If a page of the application is amended, complete all items on that page and

"redline" or otherwise clearly designate the changed item.

**(e)**

If an exhibit, other than a list required by Item 13A, 13C or 24D of the old application form or Item I-1, I-2 or I-3 of the new application is being amended. (1) Furnish the complete exhibit as amended, bearing the same number as the original exhibit, with the changed portions of the exhibit "redlined" or otherwise clearly designated, or (2) Furnish the pages of the exhibit which are amended, each page to be marked with the exhibit number and the page number of the exhibit, and with the changed portions "redlined" or otherwise clearly designated. If this method of amendment is employed, the applicant shall refile the entire exhibit as amended whenever more than 10% of its pages have been amended or promptly upon the request of the Director.

**(1)**

Furnish the complete exhibit as amended, bearing the same number as the original exhibit, with the changed portions of the exhibit "redlined" or otherwise clearly designated, or

**(2)**

Furnish the pages of the exhibit which are amended, each page to be marked with the exhibit number and the page number of the exhibit, and with the changed portions "redlined" or otherwise clearly designated. If this method of amendment is employed, the applicant shall refile the entire exhibit as amended whenever more than 10% of its pages have been amended or promptly upon the request of the Director.

**(f)**

A list furnished pursuant to Items 13A, 13C or 24D of the old application or Item I-1, I-2 or I-3 of the new application need be amended only when 10 percent or more of the names contained in the list for a service area have been changed.

When amended, the complete list (or the list for the service area) shall be furnished following the instructions for the particular item, with each added item "redlined" and the names of persons deleted from the list shown at the end under the heading "deletions."