



**Commonwealth of Pennsylvania  
Insurance Department and Department of Health**

**INSTRUCTIONS AND REFERENCES FOR COMPLETING YOUR PREFERRED PROVIDER  
ORGANIZATION (PPO) APPLICATION**

**1. OVERVIEW**

Preferred Provider Organizations (PPOs) are regulated by the Pennsylvania Departments of Insurance and Health. Generally, PPOs include entities who have entered into arrangements with health care providers either to establish a provider network or to provide health care services for the PPO's enrollees. PPO health insurance policies provide incentives, such as a higher level of coverage, to enrollees when those enrollees use network providers.

The Insurance Department is responsible for the review of the financial risks assumed by the PPO, the nature of the contractual arrangements between the PPO and the network of providers, as well as the policies and certificates that the PPO issues to its policyholders and enrollees. The Bureau of Accident and Health and the Company Licensing Division of the Insurance Department work together to coordinate these areas of review.

The Department of Health is responsible for the review of the arrangements and provisions that may lead to under-treatment or poor quality of care and to ensure that the provider network is adequate for counties in which the PPO proposes to serve. The Bureau of Managed Care of the Department of Health is responsible for these areas of review.

The Insurance and Health Departments coordinate the review and approval process of PPO applications. Approvals of PPO applications are granted jointly by the Departments.

To facilitate the review and approval process, applicants are encouraged to contact the Departments with any questions prior to submitting an application.

**2. REFERENCES**

To assist you in the completion of your PPO application, following are citations and links to relevant statutes, regulations and notices:

- a. Pennsylvania Insurance Department's PPO Statute  
40 P.S. § 764a

- b. Pennsylvania Insurance Department's PPO Regulation  
31 Pa. Code § 152.1 et seq.  
<http://www.pacode.com/secure/data/031/chapter152/s152.1.html>
  
- 31 Pa. Code § 152.3 – Content of an Application for Approval  
<http://www.pacode.com/secure/data/031/chapter152/s152.3.html>
  
- c. Pennsylvania Insurance Department's PPO Re-regulation  
Notice <http://www.pabulletin.com/secure/data/vol46/46-22/932.html>
  
- d. Pennsylvania Insurance Department's Individual PPO Policy Form Checklist  
[https://www.insurance.pa.gov/Companies/ProductAndRateRequire/Documents/Indiv\\_PPO\\_SERFF\\_Chklist\\_12-5-01.doc](https://www.insurance.pa.gov/Companies/ProductAndRateRequire/Documents/Indiv_PPO_SERFF_Chklist_12-5-01.doc)

If you are applying for a **Gatekeeper** PPO (GPPO) or submitting a GPPO product filing, you must address the requirements of the Pennsylvania Quality Health Care Accountability and Protection Act (Act 68 of 1998) and related regulations in your application and policy forms.

- e. Pennsylvania's Quality Health Care Accountability and Protection Act  
40 P.S. § 991.2101 et seq.
  
- f. Pennsylvania Insurance Department's Quality Health Care Accountability and Protection Regulation  
31 Pa. Code § 154.1 et seq.  
<http://www.pacode.com/secure/data/031/chapter154/s154.1.html>
  
- g. Pennsylvania Department of Health's Managed Care Regulations  
28 Pa. Code § 9.601 et seq.  
<http://www.pacode.com/secure/data/028/chapter9/s9.601.html>

### 3. APPLICATION PROCESS

Please submitted **two** (2) copies of your **signed** and **completed** PPO application along with any supporting documents to **both** the Insurance and Health Departments for review and approval.

Approvals will be granted jointly by both Departments.

### 4. FILING FEES

A submission of policy forms shall include any filing fee as required by section 212 of The Insurance Department Act of 1921 (40 P.S. § 50)

## 5. QUESTIONS

If you have any questions or need assistance regarding your PPO application, please contact us at:

### **Pennsylvania Insurance Department**

Office of Insurance Product Regulation and Administration

1311 Strawberry Square

Harrisburg, Pennsylvania 17120

**Attn: Bureau of Life, Accident and Health**

Phone: (717) 787-4192

Email: [ra-rateform@state.pa.us](mailto:ra-rateform@state.pa.us)

Web site: <http://www.insurance.pa.gov>

### **Pennsylvania Insurance Department**

Office of Corporate and Financial Regulation

1345 Strawberry Square

Harrisburg, Pennsylvania 17120

**Attn: Company Licensing Division**

Phone: (717) 787-2735

Email: [ra-in-company@pa.gov](mailto:ra-in-company@pa.gov)

### **Pennsylvania Department of Health**

Bureau of Managed Care

Room 912, Health and Welfare Building

Harrisburg, Pennsylvania 17120

**Attn: Division of Certification**

Phone: (717) 787-5193

Web Site: [http://www.portal.state.pa.us/portal/server.pt/community/department\\_of\\_health\\_home/17457](http://www.portal.state.pa.us/portal/server.pt/community/department_of_health_home/17457)