

# Vitality billing process change form



Vitality makes choosing to lead a healthy lifestyle even more rewarding. Vitality offers a science-based behaviour change programme that helps employees keep track of their progress and rewards them for making better choices with a premium range of health, lifestyle and leisure benefits.

## Purpose of the form

This document allows existing employers on the Discovery Health Medical Scheme to select a new billing structure. The new billing structure will apply to any Vitality memberships activated by new employees that join the employer after the billing structure update.

## What you must do

- Please complete this form in its entirety and print clearly.
- Sign this application form.
- Email this completed and signed form to us at [administration@discovery.co.za](mailto:administration@discovery.co.za).

**Note:** We will only update the billing structure linked to the employer group when we receive a completed form.

## Contact us

Tel: **0860 99 88 77**, PO Box 653574, Benmore 2010, [www.discovery.co.za](http://www.discovery.co.za)

### 1. Employer details

Name of employer

Employer number

### 2. Billing structure selection

As an employer linked to Discovery Health Medical Scheme, new employees that join the employer group and activate a Vitality product will be linked to the following billing structure:

Vitality membership premiums should be collected from the employee's nominated bank account.

Vitality membership premiums should be collected from the employer (salary deduction by payroll).

Effective date of change

**Note:** We will implement this change based on the chosen billing method (either in advance or in arrears) and billing dates.

### 3. Our Privacy Statement

When you engage with Discovery, you are entrusting us with your personal information. We are committed to protecting your right to privacy and keeping your information safe. Our Privacy Statement tells you how we collect, use and share your personal information, including personal information about your spouse, employees, dependants, beneficiaries and life assureds, where applicable. You can view our Privacy Statement on our website or by following the path: [www.discovery.co.za/corporate/privacy](http://www.discovery.co.za/corporate/privacy)

### 4. Vitality rules for membership

#### Discovery Vitality (Pty) Ltd is separate from the Scheme and Discovery Health (Pty) Ltd

Discovery Vitality (Pty) Ltd is a separate company from Discovery Health (Pty) Ltd (the administrator). It is formally registered under the name Discovery Vitality (Pty) Ltd, (registration number 1999/007736/07) and takes care of the administration of the Vitality programme (Discovery Vitality).

#### Rules of the Vitality programme

The [Vitality main rules](#) detail the Vitality programme. For more information, visit our website on [www.discovery.co.za](http://www.discovery.co.za) or call Discovery Vitality on **0860 99 88 77**. In the event of a conflict between what is set out here, on our website and the rules of Vitality, the rules will always apply.

#### Vitality sales process for your employees

If a Vitality membership is not activated when the Discovery Health membership is activated, a Discovery consultant will call your employees to inform them of the free Vitality offer available to them as part of their Discovery Health Medical Scheme membership. They will give them an overview of the benefits available to them on the programme.

**Billing changes**

Any billing changes will only apply to new employees joining the employer group. Employees that joined before the changes, will remain on their current billing structure. To make any changes for existing employees, you will need to collect banking details from each employee.

**Your contributions to Discovery Vitality (Pty) Ltd are separate**

The contributions you pay are for Discovery Vitality and are not part of the contributions you pay to your medical scheme.

**Cancellation of Vitality membership**

Employees that opt to cancel their Vitality membership should notify us on the first day of the month if they would like their membership to end on the last day of the month. Otherwise, the membership will only end on the last day of the next month. They can request cancellation by contacting us on **011 529 7504**.

**When you sign this application form, you confirm that you accepted the rules for membership and the Discovery Privacy Statement; you also agree that you, and those you apply for, will be bound by them.**

Signed at (town or city)

Print full name of individual signing the form

Employer signature

Date 

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