

Enrollment/Withdrawal of National Health Insurance

If you quit or find a new job, you are required to switch to/out of National Health Insurance. Social Insurance enrollments/withdrawals are arranged by your company, but for those enrolling/withdrawing from National Health Insurance (NHI) must do it yourselves. Please file the proper paperwork as soon as there are any changes.

★★★ Both enrollment and withdrawal must be notified. ★★★
(My Number health insurance card will be renewed after those procedure.)

Enrollment Procedures	Withdrawal Procedures
If your enrollment procedures are late, you will be responsible for paying all medical fees, and taxes will be charged retroactively. ●Notification Submit a notification within 14 days the day after your resignation. (Eligibility of the insurance starts on the date.) ●What to bring ①Social Insurance Withdrawal Certificate <i>Ridatsu Shoumeisho</i>, ②My Number Card (or the Notification Card and a photo I.D.) ③Bank Card for National Health Insurance tax account transfers if preferable. ※A letter of proxy is required if someone other than the individual or member of the same household is submitting the notification. ◎Please bring your pension handbook for national pension procedures as well if necessary. 	If you are late submitting your notification and use your health insurance card, you will be required to reimburse the medical bills covered. You will also receive excess health insurance taxes if you do not withdraw from National Health Insurance. ●Notification Submit a notification within 14 days the day after you enroll in your workplace's health insurance (you lose coverage from <i>Kokuho</i> from this day on). ➡Online application is available. ●What to bring ①Health insurance Card from your workplace's program, Eligibility Certificate, Notice of Eligibility Information, or Health Insurance Mynportal or the screen of the insurance card in Mynportal app. ②My Number Card (or the Notification Card and a photo I.D.) ③Eligibility certificate, Notice of Eligibility Information of NHI ※A letter of proxy is required if someone other than the individual or member of the same household is submitting the notification. For online application ➡ ➡ ➡ 

<Service Counters>

Ota City Hall (1F / Counter 16), National Health Insurance Division, Community *Gyousei* Centers (excludes Ota and Yabuzukahonmachi Community Center), Yabuzukahonmachi Service-Kakari, East and West Service Centers

<Service Hours>

National Health Insurance Division and Community *Gyousei* Centers, etc.: 8:30 - 17:15 (Open weekdays only)

East Service Center: 10:00 – 18:45 (Opens Monday to Sunday including public holidays)

West Service Centers*: 9:00 – 17:45 (Opens Monday to Sunday including public holidays)

【*The West Service Center relocated to Aeris Base on February 23, 2025.】

<Contact Information: Ota City Hall National Health Insurance Division (Tel:0276-47-1825)>