





Enrollment/Withdrawal of National Health Insurance

If you quit or find a new job, you are required to switch to or out of Health Insurance System. Social Insurance enrollments or 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. ★★★
(including My Number health insurance card is updated after procedure.)

Enrollment	Withdrawal
<p>If your enrollment procedures are late, you will be responsible for paying all medical fees, and taxes will be charged retroactively.</p> <p>● Notification Submit a notification <u>within 14 days</u> the day after your resignation. (Eligibility of the insurance starts on the next day you left your work.)</p> <p>● What to bring</p> <p>① Social Insurance Withdrawal Certificate <i>Ridatsu Shoumeisho</i></p> <p>② My Number Card (or the Notification Card and a photo I.D.)</p> <p>③ Bank Card for National Health Insurance tax account transfers if preferable.</p> <p>※ A letter of proxy is required if someone other than the individual or member of the same household is submitting the notification.</p> <p>◎ Bring your pension handbook for national pension procedures as well if necessary.</p> <div style="text-align: right;">   </div>	<p>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.</p> <p>● Notification Submit a notification <u>within 14 days</u> 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.</p> <p>● What to bring</p> <p>① Health 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.</p> <p>② My Number Card (or the Notification Card and a photo I.D.)</p> <p>③ Eligibility certificate, Notice of Eligibility Information of NHI</p> <p>※ A letter of proxy is required if someone other than the individual or member of the same household is submitting the notification.</p> <div style="text-align: right;">   </div>

<Service Counters>

National Health Insurance Division *Kokumin Kenkou Hoken-Ka* (Ota City Hall 1F/Counter 16), Community *Gyousei* Centers (excludes Ota and Yabuzukahonmachi Community Center), Yabuzukahonmachi *Service-Kakari*, or 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: Ota City Hall (1F/Counter 16) National Health Insurance Division (Tel:0276-47-1825)>