

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, *Kokuho*) must do it yourselves. Please file the proper paperwork as soon as there are any changes.

★★★ Both enrollment and withdrawal must be notified. ★★★

(To: My Number Users: My Number health insurance card is updated after procedure.)

Enrollment	Withdrawal
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 next day you left your work.) ● What you need ① Social Insurance Withdrawal Certificate <i>Ridatsu Shoumeisho</i> ② Residence Zairyu Card, My Number Card, Passport ③ Bank Card for National Health Insurance tax account transfers if preferable. ※ A letter of proxy is required if someone other than the individual themselves or member of the same household is submitting the notification.   ◎ My Number Card is required for online enrollment.	If you are late notifying and use your NHI certificate at a medical facility, you must reimburse the medical bills covered. You will also receive excess health insurance taxes if you do not complete the procedure. ● Notification Submit a notification within 14 days the day after you enroll in your workplace's health insurance (you lose coverage from the NHI from this day on). ● What you need ① Certificate or Notice sent from your workplace's program, or your insurance details on the Mynaportal ② Residence Zairyu Card or My Number Card ③ Certificate, Notice of the NHI ※ A letter of proxy is required if someone other than the individual themselves or member of the same household is submitting the notification.  

● Over-the-counter procedure

Counters:

National Health Insurance Division *Kokumin Kenkou Hoken-Ka* (Ota City Hall 1F/Counter 16),
Community *Gyousei* Centers (excluding Ota and Yabuzukahonmachi Community Center),
Yabuzukahonmachi Service-*Kakari*, or East and West Service Centers

Hours:

National Health Insurance Division and Community *Gyousei* Centers, etc.: 9:00 - 16:30 (Weekdays)
East Service Center: 10:00 - 18:45 (Monday to Sunday including public holidays)
West Service Center*: 9:00 - 17:45 (Monday to Sunday including public holidays)

【*The West Service Center relocated to AIRYS BASE on February 23, 2025.】

Contact: Ota City Hall (1F/Counter 16), National Health Insurance Division (☎0276-47-1825)