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**EESSI – CDM 4.3**

**S-Sickness**

**S016-v4.3.4**

Cancellation of entitlement document

*SED Guidelines*

**Document Control Information**

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**Document history**

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| **EESSI-2023/ CDM 4.3.2** | 26/05/2023 | Update based on CR EESSI-8432 - *rules for change of residence and new S072 (S\_BUC\_01,01a, S\_BUC\_02, S\_BUC\_03, 04)*, adding explanation. Based on Common Data Model version 4.3.1 |
| **v4.3.4** | 30/04/2024 | Implementation of change request EESSI-11722 by adding the rule on how to cancel in full the entitlement for Sickness Benefits in Kind. |

**SED S016 – Cancellation of entitlement document**

This SED has to be used in order to inform an institution of the place of residence of cancellation of the entitlement document. The Competent Institution where the person is insured provides information on cancellation of the entitlement document to the relevant Institution of the Member State of residence. The reason should be mentioned. If the entitlement is cancelled in full, you should fill in the ‘End date of Entitlement’ in section 5 of the S016 the same date as is in the Start date of the entitlement in section 4. In addition, you should use ‘Other reason’ in section 5 and indicate the full cancellation in the free text field together with the reason of cancellation from section 5.2 (e.g. "The entitlement is cancelled in full. Not insured in our Member State since…").  If only a dependent family member is concerned the SED S016 should be individualized and therefore concerns only this family member and not necessarily the insured person. If the cancellation concerns a family member, you have to fill in the data of a main insured person in section 4 of the S016. If the cancellation concerns the main insured person, S016 should be issued separately for all registered family members, as their rights derives from the rights of the main insured person.

Section 'Cancellation' should be filled in with the date of cancellation and reason of cancellation.

End date of entitlement provided in the S016 is the last day on which the person is entitled to benefits in kind, i.e. if the 5.1 End date of entitlement is 1/01/2017, this is the last day for which competent Members State will have to reimburse for the provided benefits.

If the insured person informed you about the change of residence within the MS of residence, which results in the change of the Institution in the place of residence which registered the entitlement document, it is required to cancel the S072/PD S1 with S016 and issue a new SED S072.

If there is a change of Competent Institution within your MS, you are required to cancel the entitlement document PD S1/SED S072 with S016 using cancellation reason ‘Change of institutions within our Member State. You will shortly receive a new entitlement certificate stating the ID of the competent institution’. The new competent institution then must send a new SED S072 to the institution of state of residence.

In both cases the date of cancellation should be the date when a person changed the place of the residence resulting in the change of the institution, which registered the entitlement document.

S016 can be also issued for the previously used and still valid E forms, confirming person entitlements, i.e. E106, E109, E120, E121.

It is possible to add attachments to SED S016.

In order to see the content and explanatory notes of the SED S016 please click [here](Forms/S016_en.htm).