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**EESSI – CDM 4.3**

**S-Sickness**

**S018-v4.3.4**

Cancellation of registration

*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 registration of Sickness Benefits in Kind. Also corrected minor typos. |

**SED S018 – Cancellation of registration**

This SED has to be used by the Institution of the Member State of residence in order to inform the Competent Institution where the person is insured about the cancellation of registration regarding the insured person (and/or his/her family).

The Institution of the Member State of residence provides information on cancellation of registration to the Competent Institution of the insured person. The reason should be mentioned.

The Institution of the Member State of residence fills in the ‘Cancellation of registration’ SED S018 by entering the original period of entitlement document, the date for the cancellation and the reasons for cancelling the registration. If the registration is cancelled in full, you should fill in the ‘End date of registration’ in section 5 of the S018 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 the cancellation concerns a family member, you have to fill in the data of a main insured person in section 4 of the S018.

End date of entitlement provided in the S018 is the date on which the registration of entitlement document is cancelled and it 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.

S018 can be also issued for the cancellation of registration of the previously used and still valid E forms, confirming person entitlements, i.e. E106, E109, E120, E121.

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 with S018 using ‘Other reason’ as Reason for Cancellation and requested a new SED S072 with SED S071.

If the entitlement document was PD S1, the registration is required to cancel with S018 using ‘Change of institution within our Member State. You will shortly receive a new SED S073 indicating the ID of the institution of the country of residence’ as Reason of Cancellation. A new S072 is not needed in this instance.

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.

It is possible to add attachments to SED S018.

In order to see the content and explanatory notes of the SED S018 please click [here](Forms/S018_en.htm).