

## Claim Correspondence Submission Form

This form should be completed by providers for claim correspondence only.

Member information:						
Member first and last name:				Member o	late of birth:	
Member coverage: 🛛 Medica	d	Membe	er ID:	•		
Provider/provider representative information:						
Provider first and last name:						
Provider street address:						
City:	State:				ZIP code:	
National Provider Identification Number:						
Select one: 🛛 I am a participating provider. 🖓 I am a nonparticipating provider.					er.	
Provider representative:  Self Billing agency Law firm Other:						
Representative contact name:				Contact phone:		
Representative street address:						
City:	State:				ZIP code:	
Claim information:						
Claim number:	Billed amount:				Amount receiv	red:
Start date of service:	End date service:	of			Authorization number:	

\* If you have multiple claims related to the same issue, you can use one form and attach a listing of the claims with each supporting document following behind.

## **Claim Correspondence**

Claim correspondence is defined as a request for additional/needed information in order for a claim to be considered clean, to be processed correctly or for a payment determination to be made.

To ensure timely and accurate processing of your request, please complete the section below by checking the applicable category your correspondence applies to:					
□ Itemized bill	Sterilization Consent Form	Hysterectomy Consent Form			
Abortion Consent Form	□ Invoice	Medical records			
Corrected claim	Other health insurance Information				
□ ER level of payment review	□ Other:				

Mail this form, a listing of claims (if applicable) and supporting documentation to:

## Healthy Blue Claims Department P.O. Box 61010 Virginia Beach, VA 23466-1010

## https://provider.healthybluene.com

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