

*Today's Date (MM/DD/YY):

PROVIDER INFORMATION

*Provider Name

*Contact Name

*NPI

*Contact Phone Number

Contact Email

Contact Fax Number

*Contact Address

MEMBER/CLAIM INFORMATION

*Member Name

*Claim Number

*Member ID (including prefix)

*Denial Code(s)

*Date(s) of Service (MM/DD/YY)

TYPE OF APPEAL*

Check one of the following reasons for denial or claimed underpayment.
Attach all supporting documentation, including any necessary member authorization.

Contract Term(s): Original claim was not paid or processed in accordance with contract terms.

Coordination of Benefits (COB): Original claim denied or closed pending receipt of additional information from another insurer or other reason related to COB.

Corrected Claim: Previously processed claim was denied for a defect and/or error and requires a correction. Please specify the correction to be made: _____

Duplicate Claim: Original claim denied as duplicate to a previously finalized claim.

Timely Filing: Original claim denied for untimely filing (and proof of timely filing is attached).

Precertification/notification or Prior-Authorization: Original claim denied or provider received reduced payment for failure to notify or pre-authorize services or exceeding authorized limits (and proof of valid notification/authorization is attached).

Medical Necessity: Original claim denied as a result of medical necessity/utilization review decision.

Referral Denial: Original claim denied as invalid or missing a required referral.

Request for Additional Information: Original claim denied due to missing or incomplete information (and missing information or identification of such information in previously submitted records is attached).

Other Type of Denial/Claimed Underpayment:

Brief Explanation: