

3.

# MEMBER SUBMITTED MAJOR MEDICAL INSURANCE CLAIM FORM

#### **FILING INSTRUCTIONS**

- 1. Complete <u>all</u> items below <u>including</u> your signature and date. <u>All</u> of the information is essential for prompt and accurate processing of your claim(s). Please do not highlight information or use red ink.
- 2. Attached itemized bill must include:
  - Provider's name and address (on the provider's stationary)
  - Patient's full name (no nickname, please)
  - Date of each service/supply/purchase; Type of services/supply/purchase; Charge
  - If prescription drugs, prescription drug name and number
  - For private duty nursing, Nurse's license number and shift worked
  - For ambulance services, From To and total mileage
  - NOTE: Cancelled checks, cash register receipts or personal itemizations are not acceptable as itemized bills
  - You must use a separate claim form for each patient. All expenses for one patient can be submitted with one claim form.
- 4. Mail completed claim form with all attached itemized bills to:
  - HIGHMARK MAJOR MEDICAL, P.O. BOX 890393, CAMP HILL, PA 17089-0393.

### NOTE: YOU SHOULD MAKE A COPY OF YOUR COMPLETED CLAIM FORM AND ITEMIZED BILLS FOR YOUR RECORDS.

PATIENT INFORMATION		ID CARD INFORMATION		
PATIENT'S NAME (first name, middle initial, last name)		SUBSCRIBER'S NAME ON ID CARD (first name, middle initial, last name)		
PATIENT'S ADDRESS		IDENTIFICATION NUMBER ON ID CARD (including any letters)		
Street		GROUP NUMBER ON ID CARD		
City State Zip Code PATIENT'S DATE OF BIRTH (month. day, year) PATIENT'S SEX		ADDRESS OF PERSON LISTED ON ID CARD		
PATIENT'S DATE OF BIRTH (month, day, year)	MALE FEMALE	Street		
PATIENT'S RELATIONSHIP TO THE SUBSCRIBER NAMED O		City	State	Zip Code
OTHER INSURANCE COVERAGE INFORMATION (If you have an Explanation of Benefits, please attach )				
If patient is covered by another insurance plan, please complete the following:				
INSURED'S NAME ON OTHER INSURANCE CARD		OTHER INSURANCE COMPANY'S NAME		
OTHER INSURANCE COMPANY POLICY NUMBER		Street		
		City	State	Zip Code
IF SERVICE WAS A RESULT OF ACCIDENT, CHECK BELOW:		DATE OF ACCIDENT (month, day, year)		
AUTOMOBILE ACCIDENT				
OTHER:		DISABILITY DATES THRU		
DIAGNOSIS OR NATURE OF ILLNESS OR INJURY				

#### **CERTIFICATION**

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties. The signer agrees that any personally identifiable health information about the signer or signer's enrolled dependents is protected by the Health Insurance Portability and Accountability Act of 1996 and other privacy laws. In accordance with those laws, Highmark may use and disclose Protected Health Information for treatment, payment and health care operations as described in its Notice of Privacy Practices. I certify that the information provided on this claim form is correct and complete, and that I am claiming benefits only for charges actually incurred by the patient name.

Signature

Date

## REMEMBER TO ATTACH AN ITEMIZED STATEMENT OF SERVICES PERFORMED

The Plan complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex.

ATENCIÓN: Si usted habla español, servicios de asistencia lingüística, de forma gratuita, están disponibles para usted. Llame al número en la parte posterior de su tarjeta de identificación (TTY: 711).

请注意:如果您说中文,可向您提供免费语言协助服务。 请拨打您的身份证背面的号码(TTY:711)。