Providence Health Plan

Alternative Care Claim Form – For Providers

Many alternative care providers will submit a claim for health care services to Providence Health Plan on your behalf. If your provider's office will not submit a claim, you can use this claim form for any alternative care reimbursement requests you may have. Your provider can help you complete this form or provide an itemized bill with the information we need to process your claim. Itemized bills must include the:

- Date of service
- Name, address, tax identification number, national provider index ("NPI") number and address of the physician or other medical provider who provided the service
- Diagnosis and procedure code(s) and
- Amount charged for each service

Please send a copy of the itemized bill along with your proof of purchase (payment receipt) **OR** your proof of purchase (payment receipt) and this completed form to:

Providence Health Plans
ATTN: Claims Processing
P.O. Box 3125
Portland, OR 97208-3125

Note: Your Benefit Summary and Member Handbook describe covered services under your health plan. Covered services are subject to your eligibility at the time the service is received, and the terms and conditions of your plan. **Submission of this form does not guarantee reimbursement.**

You are encouraged to submit claim(s) within 60 days of the date of service. Claims must be received by Providence Health Plan within 365 days of the date of service; claims not received within this time frame are not eligible for benefit payment.

If you have questions, please contact Customer Service at 503-574-7500 (toll-free 1-800-878-4445; TTY 503-574-8702 / 1-888-244-6642) or via the Web at **www.providence.org/healthplans**.

You can learn the status of your claim at any time by logging in to myProvidence at **www.providence.org/healthplans**.

PATIENT & SUBSCRIBER INFORMATION			
PATIENT'S NAME (FIRST, MIDDLE INITIAL, LAST NAME)	PATIENT'S BIRTH DATE	PATIENT'S SEX M ☐ F ☐	MEMBER ID NO.
PATIENT'S ADDRESS (STREET, CITY, STATE, ZIP CODE)			
SUBSCRIBER'S NAME (FIRST, MIDDLE INITIAL, LAST NAME)	GROUP NO.	SCUBSCRIBER'S ID NO.	
SUBSCRIBER'S ADDRESS (STREET, CITY, STATE, ZIP CODE)			

OVER ➔

(CONTINUED FROM REVERSE SIDE)

DETAILS OF SERVICE

PLEASE INCLUDE DETAILS IF THE SERVICES ARE THE RESULT OF AN EMERGENCY OR ACCIDENTAL INJURY

NOTE: LIST EACH DATE OF SERVICE INDIVIDUALLY – DO NOT USE A DATE SPAN.

Date(s) of Service	Procedure Code (CPT / HCPCS)	Modifier(s)		Units	Charges

RENDERING PROVIDER NAME, ADDRESS, ZIP CODE AND PHONE:

NAME AND ADDRESS OF FACILITY WHERE SERVICES WERE RENDERED:

TAX ID, AND NPI OR PIN NUMBERS:

Non-discrimination Statement

Providence Health Plan and Providence Health Assurance comply with applicable Federal civil rights laws and do not discriminate on the basis of race, color, national origin, age, disability, sexual orientation, religion, gender identity, marital status or sex. Providence Health Plan and Providence Health Assurance do not exclude people or treat them differently because of race, color, national origin, age, disability, sexual orientation, religion, gender identity, marital status or sex.

Providence Health Plan and Providence Health Assurance:

- Provides free aids and services to people with disabilities to communicate effectively with us, such as:
  - Qualified sign language interpreters
  - Written information in other formats (large print, audio, accessible electronic formats, other formats)
- Provides free language services to people whose primary language is not English, such as:
  - Qualified interpreters
  - Information written in other languages

If you need these services, you can call us at 503-574-7500 or 1-800-878-4445 (TTY: 711).

If you believe that Providence Health Plan and Providence Health Assurance has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, sexual orientation, religion, gender identity, marital status or sex, you can file a grievance with our Non-discrimination Coordinator by mail:

Providence Health Plan and Providence Health Assurance
Attn: Non-discrimination Coordinator
PO Box 4158
Portland, OR 97208-4158
Email: PHPAppealsandGrievances@providence.org

If you need help filing a grievance, call us at 503-574-7500 or 1-800-878-4445 (TTY:711) for assistance.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights electronically through the Office for Civil Rights Complaint Portal, available at *https://ocrportal.hhs.gov/ocr/portal/lobby.jsf*, or by mail or phone at:

U.S. Department of Health and Human Services
200 Independence Avenue SW - Room 509F HHH Building
Washington, DC 20201
1-800-368-1019, 1-800-537-7697 (TTY)

Complaint forms are available at *http://www.hhs.gov/ocr/office/file/index.html*.

Members of Oregon Plans may file a complaint with the Division of Financial Regulation at 1-888-877-4894 or visit https://dfr.oregon.gov/Pages/index.aspx.

Language Access Information

ATTENTION: If you speak English, language assistance services, free of charge, are available to you. Call 1-800-878-4445 (TTY: 711).

Spanish: ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-800-878-4445 (TTY: 711).

Russian: ВНИМАНИЕ: Если Вы говорите по-русски, то Вам доступны услуги бесплатной языковой поддержки. Звоните 1-800-878-4445 (телетайп: 711).

Vietnamese: CHÚ Ý: Nếu quý vị nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho quý vị. Xin gọi số 1-800-878-4445 (TTY: 711).

Traditional Chinese: 注意：如果您說中文，您可以免費獲得語言支援服務。請致電 1-800-878-4445 (TTY: 711)。

Kushite: XIYYEEFFANNAA: Afaan dubbattu Oroomiffa, tajaajila gargaarsa afaanii, kanfaltiidhaan ala, ni argama. Bilbilaa 1-800-878-4445 (TTY: 711).

Farsi:

توجه: اگر به زبان فارسی صحبت می‌کنید، تسهیلات زبانی به صورت رایگان به شما ارائه می‌شود. با 1-800-878-4445 (TTY: 711) تماس بگیرید.

Ukrainian: УВАГА! Якщо Ви розмовляєте українською мовою, для Вас доступні безкоштовні послуги мовної підтримки. Телефонуйте за номером 1-800-878-4445 (телетайп: 711).

Japanese: お知らせ: 日本語での通話をご希望の場合、言語支援サービスを無料でご利用いただけます。1-800-878-4445 (TTY: 711) まで、お電話ください。

Korean: 주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 1-800-878-4445 (TTY: 711) 번으로 전화해 주십시오

Nepali: ध्यान दिनुहोस्: तपाईंले नेपाली बोल्नुहुन्छ भने तपाईंले निम्न भाषा सहायता सेवाहरू निःशुल्क रूपमा उपलब्ध छन् । 1-800-878-4445 (TTY: 711) मा फोन गर्नुहोस् ।

Romanian: ATENȚIE: Dacă vorbiți limba română, vă stau la dispoziție servicii gratuite de asistență lingvistică. Sunați 1-800-878-4445 (TTY: 711).

German: ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlose Sprachassistenzdienste zur Verfügung. Rufnummer: 1-800-878-4445 (TTY: 711).

Hmong: LUS CEEB TOOM: Yog tias koj hais lus Hmoob, cov kev pab txhais lus, muaj kev pab dawb rau koj. Hu rau 1-800-878-4445 (TTY: 711).

Cambodian: កំណត់សម្គាល់៖ បើសិនជាអ្នកនិយាយភាសាខ្មែរ
អាចមានសេវាជំនួយផ្នែកភាសាដោយមិនគិតថ្លៃពីលោកអ្នក។ សូមហៅទូរស័ព្ទលេខ 1-800-878-4445 (TTY: 711)។

Laotian: ຊືນຊາບ: ຖ້າວ່າທ່ານເວົ້າພາສາລາວ, ຈະມີການຊ່ວຍເຫຼືອດ້ານພາສາ
ໂດຍບໍ່ເສຍຄ່າໃຫ້ທ່ານ. ໂທ 1-800-878-4445 (TTY: 711).