

PROVIDER DISPUTE RESOLUTION REQUEST

NOTE: SUBMISSION OF THIS FORM CONSTITUTES AGREEMENT NOT TO BILL THE PATIENT

INSTRUCTIONS

- Please complete the below form. Fields with an asterisk (*) are required.
- Be specific when completing the DESCRIPTION OF DISPUTE and EXPECTED OUTCOME.
- Provide additional information to support the description of the dispute. Do not include a copy of a claim that was previously processed.
- For routine follow-up, please use the Claims Follow-Up Form instead of the Provider Dispute Resolution Form.
- Mail the completed form to:

Adventist Health Plan Provider Network
P. O. Box 572734
Tarzana, CA 91357

***PROVIDER NAME:**

***PROVIDER TAX ID # / Medicare ID #:**

PROVIDER ADDRESS:

PROVIDER TYPE ☐ MD ☐ Mental Health ☐ Hospital ☐ ASC ☐ SNF ☐ DME ☐ Rehab
☐ Home Health ☐ Ambulance ☐ Other _____
(please specify type of "other")

*** CLAIM INFORMATION** ☐ Single ☐ Multiple **"LIKE"** Claims (complete attached spreadsheet) *Number of claims:* _____

*** Patient Name:**

Date of Birth:

*** Health Plan and ID Number:**

Patient Account Number:

Original Claim ID Number: (If multiple claims, use attached spreadsheet)

Service "From/To" Date: (* Required for Claim, Billing, and Reimbursement Of Overpayment Disputes)

Original Claim Amount Billed:

Original Claim Amount Paid:

DISPUTE TYPE

- | | |
|--|--|
| ☐ Claim | ☐ Seeking Resolution Of A Billing Determination |
| ☐ Appeal of Medical Necessity / Utilization Management Decision | ☐ Contract Dispute |
| ☐ Request For Reimbursement Of Overpayment | ☐ Other: |

*** DESCRIPTION OF DISPUTE:**

EXPECTED OUTCOME:

Contact Name (please print)

Title

Phone Number

Signature

Date

Fax Number

[] **CHECK HERE IF ADDITIONAL INFORMATION IS ATTACHED**

For Health Plan Use Only
TRACKING NUMBER
PROVIDER ID#

T-6

PROVIDER DISPUTE RESOLUTION REQUEST **(For use with multiple “LIKE” claims)**

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Number	* Patient Name		Date of Birth	* Health Plan ID Number	Original Claim ID Number	* Service From/To Date	Original Claim Amount Billed	Original Claim Amount Paid	Expected Outcome
	Last	First							
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									

[] CHECK HERE IF ADDITIONAL INFORMATION IS ATTACHED