

# 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:  
Premier Physicians Network  
P.O. Box 570997  
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

- |  |  |
|--|--|
| <input type="checkbox"/> Claim   | <input type="checkbox"/> Seeking Resolution Of A Billing Determination |
| <input type="checkbox"/> Appeal of Medical Necessity / Utilization Management Decision | <input type="checkbox"/> Contract Dispute                              |
| <input type="checkbox"/> Request For Reimbursement Of Overpayment                      | <input type="checkbox"/> 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)**

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

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