

## Direct Reimbursement Claim Form

**Important Information:**

1. Use this form to request reimbursement for services received from providers who do not participate in the Provider Network.
2. Expenses for both examinations and eyewear can be claimed on this form. Only services listed on this form will be considered for reimbursement.
3. **Make sure that all sections are completed, that you and the providers(s) have signed the form, and that all services, charges, and service dates have been entered. If the form is incomplete, additional information may be required. This may result in a delay of payment for eligible benefits.**
4. Please submit claim reimbursement for each patient on a separate claim form.
5. Please note that the **member's** (or employee's or authorized person's) signature is required on this form.
6. Mail completed claim form to: **Vision Care Processing Unit, P.O. Box 1525, Latham, NY 12110-1525.**
7. The completion and submission of this form does not guarantee eligibility for benefits. Please verify your coverage by calling the customer service number listed on the back of your ID card. The patient is responsible for the costs of all treatment and materials provided.

**Member/Employee Information**

*\* Your Member Identification No. is the number on your member ID card.*

*(PLEASE PRINT CLEARLY)*

Member Name: \_\_\_\_\_ Member Identification No.\*: \_\_\_\_\_  
First Middle Initial Last

Mailing Address: \_\_\_\_\_  
Street City State Zip

Business Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Area Code Area Code

**Patient Information**

Patient Name: \_\_\_\_\_  
First Middle Initial Last

Relationship:  Member  Spouse  Child DOB: \_\_\_\_\_  If student aged 19 or over, attach written proof of attendance at school (if required)

**Provider Information**

**Examiner**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

State License Number: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Provider Signature: \_\_\_\_\_

**Dispenser**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

State License Number: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Provider Signature: \_\_\_\_\_

Service	Date of Service	Expense(s) Incurred
1. Eye Examination	( / / )	\$
2. Frames	( / / )	\$
3. Single Vision Lenses	( / / )	\$
4. Bifocal Lenses	( / / )	\$
5. Trifocal Lenses	( / / )	\$
6. Contact Lenses	( / / )	\$
7. Cataract S.V. Lenses	( / / )	\$
8. Cataract Bifocal Lenses	( / / )	\$
9. Medically Necessary Contact Lenses	( / / )	\$
<b>Total</b>		<b>\$</b>

**Member/Employee Certification**

I certify that the information on this form is correct and authorize the Provider to release appropriate information necessary to process this claim to plan provisions. Additionally, I have read and understand the fraud statement on the back of this form.

Required

Member/Employee or authorized person's signature \_\_\_\_\_ Date \_\_\_\_\_

## **FRAUD STATEMENT**

Any person who knowingly and with intent to defraud and deceive any insurance company submits an insurance application or statement of claim containing any false, incomplete or misleading information may be subject to civil or criminal penalties, depending upon state law.

Any person who knowingly and with intent to injure, defraud or deceive any insurer files a statement of claim or an insurance application containing any false, incomplete or misleading information is guilty of a felony of the third degree.