

Dear

Included in this letter, you will find a short form requesting information related to other insurance coverage for yourself and your family. We must request this information to prevent delays in processing your claims. Your cooperation will be greatly appreciated. A response is required prior to any future claims processing, even if the response is that there is no other insurance coverage.

Please take a moment now to complete the form and return it. Alternatively, you may access our website at [www.askallegiance.com](http://www.askallegiance.com) to complete and submit the form under Online Services, Health Claims Forms, and Coordination of Benefits Questionnaire. Your passcode is CQ. You can also fax the form to us at 1-866-201-0522. Your rapid response will be greatly appreciated and will enable us to process your claims in a timely fashion. Failure to respond may delay claims processing at the time the claims are received. Therefore, we strongly encourage you to take the time to respond now. Thank you for your assistance.

If you have any questions regarding this request, please contact our Customer Service Representatives at 1-800-877-1122.

Sincerely,

Allegiance Benefit Plan Management, Inc.

Group #:  
Group Name:  
Participant Name:  
Participant ID #:  
Patient Name:

Dear

We have received information that there may be other insurance coverage on the above patient. Please complete the following questionnaire and return it to the address on this letterhead. Pursuant to the claims processing policy adopted by the plan, we must receive this information within 30 days of the date of this letter or claims will be denied. If you have questions please contact our customer service department. Thank you in advance for your prompt attention to this request.

Do you or any other family member have other insurance coverage?  
\_\_\_yes \_\_\_no

If yes, please complete the following or go to our website [www.askallegiance.com](http://www.askallegiance.com).

**Employee**

Name of other insurance \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Group Number \_\_\_\_\_ Policy # \_\_\_\_\_

Effective date \_\_\_\_\_ Term date \_\_\_\_\_  
Type of coverage:  
\_\_\_medical \_\_\_dental \_\_\_vision \_\_\_life \_\_\_pharmacy \_\_\_disability  
Policy Holder \_\_\_\_\_ Date of Birth \_\_\_\_\_

Who else is covered under this policy?

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

**Spouse/Dependents**

Name of other insurance \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Group Number \_\_\_\_\_ Policy # \_\_\_\_\_  
Effective date \_\_\_\_\_ Term date \_\_\_\_\_  
Type of coverage:  
\_\_\_medical \_\_\_dental \_\_\_vision \_\_\_life \_\_\_pharmacy \_\_\_disability  
Policy Holder \_\_\_\_\_ Date of Birth \_\_\_\_\_

Group #:  
Group Name:  
Participant ID #:  
Patient Name:

Spouse/Dependents, cont'd...

Who else is covered under this policy?

Name _____	Date of Birth _____
Name _____	Date of Birth _____
Name _____	Date of Birth _____
Name _____	Date of Birth _____

**Medicare information**

Do you or any other family member have Medicare?  Yes  No

**\*\*If yes, please submit a copy of your Medicare Card\*\***

If yes, please complete the following:

**Employee**

Do you have Medicare Part D, prescription coverage?  Yes  No

If on Medicare Disability, was disability for End Stage Renal Disease?  Yes  No

If ESRD, when did dialysis treatments begin? \_\_\_\_\_

**Spouse/Dependents**

Do you have Medicare Part D, prescription coverage?  Yes  No

If on Medicare Disability, was disability for End Stage Renal Disease?  Yes  No

If ESRD, when did dialysis treatments begin? \_\_\_\_\_

**If separated or divorced:**

Please complete the following for dependent children in order to determine which coverage has primary liability:

What was the date of divorce or separation? \_\_\_\_\_

Which parent has physical custody of the child?

Name \_\_\_\_\_ Date of birth \_\_\_\_\_

Is there a court order making one parent responsible for the child's medical/dental/vision expenses?

Yes  No

**\*\*If yes, please provide a copy of the divorce decree or parenting plan\*\***

Has the parent with custody remarried?  Yes  No

If yes, does the step-parent cover this child?  Yes  No



PO Box 3018  
Missoula, MT 59806-3018  
Fax: 406-523-3111

CQ

Group #:  
Group Name:  
Participant ID #:  
Patient Name:

If separated or divorced, cont'd...

Name of other insurance \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Group Number \_\_\_\_\_ Policy# \_\_\_\_\_  
Effective Date \_\_\_\_\_ Term date \_\_\_\_\_

Type of coverage:  
 medical  dental  vision  life  pharmacy  disability  
Policy Holder \_\_\_\_\_ Date of Birth \_\_\_\_\_

Who else is covered under this policy?

Name _____	Date of Birth _____
Name _____	Date of Birth _____
Name _____	Date of Birth _____
Name _____	Date of Birth _____

Please provide a telephone number where we may reach you if additional information is needed:  
(\_\_\_\_) \_\_\_\_\_

I certify that the above information is true to the best of my knowledge. I authorize any physician, facility, insurance company, or employer to release information to the Plan Supervisor/Claims Processor.

\_\_\_\_\_  
Signature of the Employee Date

\_\_\_\_\_  
Signature of Dependent (if 18 years of age) Date

\_\_\_\_\_  
Printed Name of Person Signing Form

Some states require that we notify you, "Any person who knowingly with intent to defraud, or deceive an insurance company or employee benefit plan, files a false statement containing false, incomplete or misleading information, is, in some states, guilty of a felony of third degree."

ATTENTION: If you speak English, language assistance services, free of charge, are available to you. Call 1-855-999-1062 (TTY: 1-855-999-1063).

ملطوحة: إذا كنت تتحدث اذكر اللغة، فإن خدمات المساعدة اللغوية تتوافر لك ابلماجن. اتل ص ر بقم 855-999-1062 (مقر

.اهتف اصلم ولاكيم: 855-999-1063).

注意：如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 1-855-999-1062 (TTY: 1-855-999-1063)

ATTENTION : Si vous parlez français, des services d'aide linguistique vous sont proposés gratuitement. Appelez le 1-855-999-1062 (ATS : 1-855-999-1063).

ATANSYON: Si w pale Kreyòl Ayisyen, gen sèvis èd pou lang ki disponib gratis pou ou. Rele 1-855-999-1062 (TTY: 1-855-999-1063).

ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: 1-855-999-1062 (TTY: 1-855-999-1063).

ATTENZIONE: In caso la lingua parlata sia l'italiano, sono disponibili servizi di assistenza linguistica gratuiti. Chiamare il numero 1-855-999-1062 (TTY: 1-855-999-1063).

注意事項：日本語を話される場合、無料の言語支援をご利用いただけます。1-855-999-1062 (TTY: 1-855-999-1063) まで、お電話にてご連絡ください。

주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 1-855-999-1062 (TTY: 1-855-999-1063) 번으로 전화해 주십시오.

UWAGA: Jeżeli mówisz po polsku, możesz skorzystać z bezpłatnej pomocy językowej. Zadzwoń pod numer 1-855-999-1062 (TTY: 1-855-999-1063).

ATENÇÃO: Se fala português, encontram-se disponíveis serviços linguísticos, grátis. Ligue para 1-855-999-1062 (TTY: 1-855-999-1063).

ВНИМАНИЕ: Если вы говорите на русском языке, то вам доступны бесплатные услуги перевода. Звоните 1-855-999-1062 (телетайп: 1-855-999-1063).

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-855-999-1062 (TTY: 1-855-999-1063).

PAUNAWA: Kung nagsasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong sa wika nang walang bayad. Tumawag sa 1-855-999-1062 (TTY: 1-855-999-1063).

CHÚ Ý: Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số 1-855-999-1062 (TTY: 1-855-999-1063).