Provider Claim Adjustment Request Form

WHEN TO USE THIS FORM:

A **Claim Adjustment** - is a request for payment reconsideration for a paid or denied claim. Any claim for which an Explanation of Payment (EOP) was issued that was paid inappropriately, or was denied, must be resubmitted on a paper claim (not EDI) with supporting documentation as an adjustment.

Claim Adjustment Request Time Frame - All claim adjustment inquiries and requests must be made to McLaren Health Advantage (MHA) **within 90 calendar days** of the most current MHA EOP. Any inquiry or request made **after 90 calendar days** will not be given consideration. The acknowledgement of receipt date will only be considered when a completed request form and supporting documentation is received by MHA.

COMPLETE THE FOLLOWING REQUIRED INFORMATION:

Member Name: _____ **ID #:** _____

MHA Claim #: _____ **DOS:** _____

Provider Name: _____ **Tax ID #:** _____

NPI #: _____

Office Contact: _____ **Phone #:** _____

Date *Provider Claim Adjustment Request Form* Submitted: _____

Reason for Request (please check appropriate box):

For a correction to a previously submitted claim:

- ☐ **Anesthesia Time**
- ☐ **Date of Service**
- ☐ **Diagnosis Code**
- ☐ **Modifier**
- ☐ **MS DRG**
- ☐ **Place of Service**
- ☐ **Procedure Code**
- ☐ **Provider/Tax ID**
- ☐ **Other**

For reconsideration: (supporting documentation required)

- ☐ **Service denied for lack of authorization (attach copy of referral)**
- ☐ **Service denied as other insurance primary (COB) (attach copy of primary EOB)**
- ☐ **Service denied as a duplicate (attach documentation)**

Send this completed Provider Claim Adjustment Request form along with the paper claim form (not EDI) and supporting documentation to:

McLaren Health Advantage
Attention: Customer Service
P.O. Box 1511
Flint, MI 48501-1511
Or Fax to: (877) 502-1567

For questions regarding the Provider Claims Adjustment Process, call Customer Service at (888) 327-0671.
The Provider Claims Adjustment Request form is available on our website at:
www.mclarenhealthadvantage.org