

# Reimbursement Request Form

1. Patient's Name (First Name, Middle Initial, Last Name)				2. Patient's Birth Date			
3. Who will receive reimbursement? (Check one) <input type="checkbox"/> Clinic <input type="checkbox"/> Hospital <input type="checkbox"/> Insurer <input type="checkbox"/> Patient/Guardian <input type="checkbox"/> Pharmacy <input type="checkbox"/> Physician's Office		4. Make Check Payable to (Name of Person, Facility, or Organization)					
		5. Address for payment (Street, City, State, Zip Code)					
		6. Telephone		7. Fax		8. E-mail Address	
9. Date(s) of Service		10. Name of Medication(s)		11. J-Code	12. Amount Billed to Insurer	13. Insurer Allowed Amount	14. Patient's Copay Amount
15. Patient's Reference Information to be printed on check (e.g. Patient's Account Number, Prescription Number, Member ID) 20 characters max							
<p style="text-align: center;"><b>COPAYMENT REQUEST</b></p> <p><b>Patient/Guardian/Pharmacy/Physician MUST submit the following for copayment reimbursement requests:</b></p> <ul style="list-style-type: none"> <li>• <b>Explanation of Benefits from insurer</b> with patient name, date of service, eligible drug code/drug name and copayment amount</li> <li style="text-align: center;"><b>OR</b></li> <li>• <b>Receipt from Pharmacy</b> with patient name, date of service, eligible drug code/drug name and copayment amount</li> <li style="text-align: center;"><b>OR</b></li> <li>• <b>Screenshot from Pharmacy</b> with patient name, date of service, eligible drug code/drug name, insurer paid amount and patient copayment amount</li> <li style="text-align: center;"><b>AND</b></li> <li>• <b>Proof of Payment. (REQUIRED WHEN REIMBURSING PATIENT DIRECTLY)</b> copy of bank statement, credit card statement, cancelled check, or register receipt</li> </ul>				<p style="text-align: center;"><b>PREMIUM REQUEST</b></p> <p><b>Patient/Guardian MUST submit the following for premium reimbursement requests:</b></p> <ul style="list-style-type: none"> <li>• <b>Premium Statement</b> indicating coverage period and due date of the premium amount</li> <li style="text-align: center;"><b>AND</b></li> <li>• <b>Proof of Premium Payment (REQUIRED WHEN REIMBURSING PATIENT DIRECTLY)</b> copy of cancelled check with bank statement, pay stub, credit card statement, or bank statement for debit transactions</li> </ul>			
<p><b>Authorized Requestor's Declaration</b></p> <p>I verify that the information provided in this request is complete and accurate. I further verify that to the best of my knowledge the information presented in the patient's original application for assistance to HealthWell has not changed. I understand that I am required to notify HealthWell if I am aware that the patient's financial situation, insurance status, or medical condition changes from that which is reported in the original application. I have not received any other reimbursement for the expenses for which I am seeking reimbursement from HealthWell, nor will I receive such reimbursement from any source (including, but not limited to, Medicaid, state drug assistance programs, copayment assistance programs or other foundations), or a health care flexible spending account. <b>I understand that I must submit claims as soon as possible after services are rendered and that HealthWell will not pay claims received more than 120 days after the patient's date of service.</b> In addition, I understand that I will no longer be entitled to reimbursement under the patient's original grant if no claims have been submitted for a period of 60 days. Finally, I understand that HealthWell reserves the right at any time and without notice to modify or discontinue any or all of the programs with respect to any applicant or in their entirety, to modify the related eligibility criteria, or to terminate assistance.</p>							
16. Authorized Requestor's Signature(REQUIRED)						17. Date	
<div style="font-size: 2em; font-weight: bold; margin-bottom: 10px;">X</div>							