

EMPLOYEE / MEMBER INFORMATION DENTAL CLAIM FORM

1. PATIENT NAME		2. RELATIONSHIP <input type="checkbox"/> SELF <input type="checkbox"/> CHILD <input type="checkbox"/> SPOUSE <input type="checkbox"/> OTHER		3. SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		4. PATIENT BIRTHDAY MONTH DAY YEAR		5. IF FULL TIME STUDENT SCHOOL CITY	
6. EMPLOYEE / MEMBER NAME FIRST MIDDLE LAST			DATE OF BIRTH MONTH DAY YEAR		7. SOCIAL SECURITY NUMBER		8. MARITAL STATUS <input type="checkbox"/> MARRIED <input type="checkbox"/> SINGLE <input type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED		
9. EMPLOYEE ADDRESS CITY, STATE, ZIP					10. EMPLOYER NAME AND ADDRESS Chappaqua Congress of Teachers		11. SPOUSE'S NAME SPOUSE'S DATE OF BIRTH		
12. GROUP NUMBER		13. ARE OTHER FAMILY MEMBERS EMPLOYED? EMPLOYEE NAME		SOC. SEC. NO.		14. NAME AND ADDRESS OF EMPLOYER IN ITEM 13			
15. IS PATIENT COVERED BY ANOTHER DENTAL PLAN? DENTAL PLAN NAME UNION LOCAL GROUP NO.				16. NAME AND ADDRESS OF CARRIER IF APPLICABLE - PARENT WHO HAS LEGAL CUSTODY?					
I CERTIFY THAT THIS INFORMATION IS COMPLETE AND ACCURATE X PATIENT'S SIGNATURE DATE					I HEREBY AUTHORIZE PAYMENT DIRECTLY TO THE BELOW NAMED DENTIST OF THE GROUP BENEFITS OTHERWISE PAYABLE TO ME X PATIENT'S SIGNATURE DATE				
ANY PERSON WHO KNOWINGLY AND WITH INTENT TO FRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING INFORMATION CONCERNING ANY FACT MATERIAL, THERETO, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME, AND SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION.									

DENTIST'S INFORMATION

17. DENTIST NAME				25. IS TREATMENT RESULT OF OCCUPATIONAL ILLNESS OR INJURY?		NO YES		IF YES, ENTER BRIEF DESCRIPTIONS AND DATES	
18. MAILING ADDRESS CITY, STATE, ZIP				26. IS TREATMENT RESULT OF AUTO ACCIDENT?					
				27. OTHER ACCIDENT?					
19. DENTIST SOC SEC OR TIN				20. DENTIST LICENSE NO.		21. DENTIST PHONE NO.		28. ARE THERE ANY SERVICES COVERED BY ANOTHER PLAN?	
22. FIRST VISIT DATE CURRENT SERIES				23. PLACE OF TREATMENT <input type="checkbox"/> OFFICE <input type="checkbox"/> ECF <input type="checkbox"/> HOSPITAL <input type="checkbox"/> OTHER		24. RADIOGRAPHS OR MODELS ENCLOSED? <input type="checkbox"/> YES <input type="checkbox"/> NO		29. IF PROSTHESIS IS THIS A REPLACEMENT?	
25. IS TREATMENT RESULT OF OCCUPATIONAL ILLNESS OR INJURY?				26. IS TREATMENT RESULT OF AUTO ACCIDENT?		27. OTHER ACCIDENT?		28. ARE THERE ANY SERVICES COVERED BY ANOTHER PLAN?	
29. IF PROSTHESIS IS THIS A REPLACEMENT?				30. IS TREATMENT FOR ORTHODONTICS?		IF SERVICES ALREADY COMMENCED ENTER		DATE APPLIANCES PLACED MOS. TREATMENT REMAINING	
31. DATE OF PRIOR PLACEMENT				32. EXAMINATION AND TREATMENT PLAN - LIST IN ORDER FROM TOOTH NO. 1 THROUGH TOOTH NO. 32. USE CHARTING SYSTEM SHOWN.		DATE OF SERVICE PERFORMED MO DAY YEAR		PROCEDURE NUMBER	
33. REMARKS OR UNUSUAL SERVICES				TOOTH # OR LETTER		SURFACE		DESCRIPTION OF SERVICE (INCLUDING X-RAYS, PROPHYLAXIS MATERIAL USED ETC)	
33. REMARKS OR UNUSUAL SERVICES				DATE OF SERVICE PERFORMED		PROCEDURE NUMBER		FEE	
33. REMARKS OR UNUSUAL SERVICES				REGULAR CHARGES		SPECIAL CHARGES		USUAL AND CUSTOMARY SCHEDULE	

I HEREBY CERTIFY THAT THE PROCEDURES AS INDICATED BY DATE HAVE BEEN COMPLETED.

SIGNED (DENTIST) _____ DATE _____

MAIL COMPLETED FROM TO: **PLAN ADMINISTRATOR FITZHARRIS & CO. INC.**
DO NOT COMPLETE THIS SECTION **PO BOX 9182, FARMINGDALE, NY 11735**
TEL. (516) 777-2244 1-800-321-1336

DATE OF EMPLOYMENT _____ EFFECTIVE DATE (DEPENDENT) _____

EFFECTIVE DATE (EMPLOYEE) _____ TERMINATION OF EMPLOYMENT _____

DATE _____ SIGNATURE _____

TOTALS		
DEDUCTIBLE		
BALANCE		
CO. INSURANCE		
BENEFIT		

MUST BE FURNISHED UNDER AUTHORITY OF LAW

INSTRUCTIONS

For the Employee: Complete in full and sign the employee's information section. Any omissions may require that the form be returned to you.

If benefits are assigned to the provider, the EMPLOYEE / MEMBER MUST SIGN the authorization releasing payment.

Give the claim form to your dentist and he or she will complete the dentist's information section.

ADDITIONAL FORMS MAY BE OBTAINED FROM YOUR EMPLOYER.

For your Dentist: Complete the dentist's information section and mail this form to the address shown on the reverse side of this form.

NOTE: If your treatment plan involves charges in excess of \$350.00, pre-authorization is suggested. For pre-authorization, send to the address shown on the reverse side of this form. A copy will be returned to you showing the amount of benefits payable. Any x-rays submitted will be returned to you. When treatment is completed, indicate the dates of service in the column provided, sign and date the form and mail the form to the address shown on the reverse side of this form.