

## Refund Form

Use this form when sending Healthy Blue unsolicited/voluntary refund checks. To ensure proper routing of refunds, please complete this form and attach the check and a copy of the remittance advice. Forward to the address listed below:

**To Be Completed by Physician's Office**

Tax ID Number:	
Provider's Name:	
Provider's Address:	
Provider's Phone Number:	
Contact's Name:	
Check Number:	
Check Date:	
Amount of Check:	

**Refund Information**

Patient's Name:	
Patient's ID Number:	
Claim Number:	
Claim Amount Refunded:	

**Reason for Refund**

Choose the appropriate refund reason or use space provided for explanation

- |  |   |
|--|---|
| <p><input type="checkbox"/> Corrected Date of Service</p> <p><input type="checkbox"/> Duplicate Payment</p> <p><input type="checkbox"/> Corrected Code</p> <p><input type="checkbox"/> Not Your Patient</p> <p><input type="checkbox"/> Modifier Added/Removed</p> | <p><input type="checkbox"/> Incorrect Patient Filed</p> <p><input type="checkbox"/> Services Not Rendered</p> <p><input type="checkbox"/> Member Has Primary Insurance<br/><small>Insurance Company Name _____ (attach EOB)</small></p> <p><input type="checkbox"/> Billed in Error</p> |
|--|---|

Other: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Mail this form with check and remit to:**

**Healthy Blue  
 Refunds Department (AX-480)  
 P. O. Box 100317  
 Columbia, SC 29202-3317**