

Refund Check



Priority Health
Attn: Overpayment Refunds
1705 Reliable Pkwy
Chicago, Ill 60686-3592

- If you notice an error on your check for claims payments, please contact Priority Health immediately. It is preferable that you do not return the entire check. It is more efficient if you will post the check, and contact the Provider Helpline with details about the error.

Priority Health will make the necessary corrections, and an adjustment will appear on a future check and remittance advice.

- If a refund is necessary, please photocopy this form and enclose it with your check.
- If Priority Health identifies an overpayment, Priority Health will make the necessary corrections and adjustments on a future remittance advice for any overpayments less than \$200.00.

From:

Provider Name

Office Staff Contact

Telephone Number

Re:

Priority Health Member ID Number

Member Name

Claim Number

Date of Service

Please indicate reason for refund or returning check:

- Not Our Patient
- Took Wrong Copay
- Received Payment from Other Insurance (Attach EOB)
- Duplicate Payment (attach both EOBs)
- Wrong Provider Location
- Billing Amount Changed
- Incorrect Amount
- Member Returned Item (Rental Credit)
- Claim billed in error; member was not seen on this date of service.
- Insurance Company Request (attach letter)
- Other:
