



342 INSURANCE TRUST CLAIM FOR DENTAL BENEFITS

Please return this form to:
342 INSURANCE TRUST
501 William Floyd Parkway
Shirley, N.Y. 11967-3417
Tel. 631-395-1700
Fax: 631-395-1943

PART 1 - TO BE COMPLETED BY EMPLOYEE

1. Patient Name		2. Relationship to employee Self Spouse Child Other		3. Sex M F		4. Patient Birthdate Mo. Day Year			5. If full time student School			City							
6. Employee Name First Middle Last		7. Employee Social Security No.																	
8. Employee Mailing Address											9. Is This Address <input type="checkbox"/> New <input type="checkbox"/> Temporary								
10. Employer's Name						11. Employer's Address			City			State		Zip					
12. Is spouse or other family member employed? If yes, Member's Name				<input type="checkbox"/> Yes <input type="checkbox"/> No Soc. Sec. No.		13. Name and Address of Employer in Item 12.						14. Spouse Birthdate Mo. Day Year							
15. Is Patient Covered by another Dental Plan <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Dental Plan name											Group No.		Name and Address of Carrier						
CERTIFICATION — I certify that the foregoing information is true and correct.																			
OR																			
EMPLOYEE'S SIGNATURE										DATE					DEPENDENT PATIENT'S SIGNATURE - IF NOT A MINOR				
AUTHORIZATION TO RELEASE INFORMATION — I hereby authorize any Provider, Insurer or other Organization to release any information regarding the dental history, treatment, or benefits payable for this claim to the Plan Administrator or its authorized agent for the purpose of determining benefits payable. This authorization or a copy shall be valid for one year from the date of signature.																			
										SIGNED (PATIENT OR PARENT IF MINOR)					DATE				
AUTHORIZATION TO PAY BENEFITS TO PROVIDER - I hereby authorize payment directly to the below named Dentist of the Dental Benefits otherwise payable to me.																			
										SIGNED (EMPLOYEE)					DATE				

PART II - TO BE COMPLETED BY ATTENDING DENTIST

16. Dentist Name											24. Is treatment result of occupational illness or injury?		No	Yes	If Yes, Enter Brief Description and Dates										
17. Mailing Address											25. Is treatment result of Auto Accident?														
City, State, Zip											26. Other Accident?				If Yes, name of other plan										
18. Tax I.D. # To Be Used For Tax Reporting				Tax I.D. #				Soc. Sec. #				28. If Prosthesis, is this initial placement?		(If no, reason for replacement)		29. Date of prior placement									
19. Dentist License No.						20. Dentist Phone No.																			
21. First visit date current series		22. Place of treatment Office Hosp ECF			Other	23. Radiogram or Model enclosed?		No	Yes	How Many		30. Is treatment for Orthodontics?				If services already commenced, enter: Date appliances placed Mos. treatment remaining									
<input type="checkbox"/> Predetermination of Benefits <input type="checkbox"/> Statement of Actual Services											31. Examination and treatment plan — list in order from tooth No. 1 through tooth No. 32 — use charting shown.														
Indicate missing teeth with an "X" 											Tooth # or Letter	Surface (i.e., M,O,D,B,I,LA,1)	DESCRIPTION OF SERVICE (including X-rays, prophylaxis, materials used, etc.)				Date Service Completed Mo Day Year			Procedure Number	FEE				
32. Remarks for unusual services																									
I hereby certify that the procedures as indicated by date have been completed and the fees indicated are those actually charged the patient regardless of the existence of insurance coverage															TOTAL FEE CHARGED										
SIGNED (Dentist)											Date														

PART III - TO BE COMPLETED BY 342 INSURANCE TRUST

CURRENT YEAR DEDUCTIBLE		PREVIOUS YEAR DEDUCTIBLE		CLAIM BRANCH NO.		WORKER'S COMP. <input type="checkbox"/> YES <input type="checkbox"/> NO		WORK RELATED ILLNESS/INJURY <input type="checkbox"/> YES <input type="checkbox"/> NO		
-------------------------	--	--------------------------	--	------------------	--	--	--	---	--	--

Any person who knowingly and with intent to defraud that files a statement 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.

INSTRUCTIONS

FOR THE EMPLOYEE

1. Please answer all questions in Part 1 entitled "TO BE COMPLETED BY EMPLOYEE".
2. Sign and Date the "Authorization to Release Information".
3. If you wish to have your benefits paid directly to the Dentist, sign and date the "Authorization to pay Benefits to Dentist".

If authorized, payment will be made directly to your Dentist. A copy of the payment will be sent to you for your records. Otherwise, payment will be made directly to you.

FOR THE DENTIST

For claims involving Predetermination of Benefits:

1. Complete the section "TO BE COMPLETED BY ATTENDING DENTIST". Be sure to itemize charges for each proposed procedure.
2. 342 Insurance Trust will review the treatment plan and will provide the estimate of benefits payable.
3. Review the form and benefit estimates with your patient before the work is done.
4. When you complete treatment, return the form with the treatment dates completed and your signature.

For claims not involving Predetermination of Benefits:

1. Complete Part II. Be sure to date and itemize charges.
2. Sign and date bottom of claim form when work is completed.

PLEASE NOTE: IF THE CLAIM FORM IS NOT COMPLETED IN FULL AND SERVICES ARE NOT COMPLETELY ITEMIZED, PROCESSING OF PAYMENT WILL BE DELAYED UNTIL ALL REQUIRED INFORMATION HAS BEEN SUBMITTED.

The following supportive documentation, as indicated below, may be necessary to determine benefits:

A. Pre-operative X-rays and/or Narrative

- Gold Inlay Restorations
- Crowns - Single Restorations
- Root Canal Therapy
- Dentures - Partial
- Bridges - Pontics, Abutments, and Inlays
- Oral Surgery

C. Narrative

- Space Maintainers
- Dentures - Full
- Alveoloplasty
- Grafts
- Anesthesia

B. Periodontal Case Type and Pocket Depth Chart

- Scaling and Root Planing
- Gingivectomy/Gingivoplasty
- Curettage
- Periodontal Surgery - Osseous, Mucogingival

COMMENTS