INSTRUCTIONS FOR GETTING YOUR (EOB) EXPLANATION OF BENEFITS







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	НОМЕ	FIND CARE & COSTS	CLAIMS & ACCOUNTS	COVERAGE & BENEFITS	PHARMACIES & PRESCRIPTIONS	HEALTH & WELLNESS								
	OVERVIEW	ACCOUNT BALANCES	CLAIM SUMMARY	FORMS	STATEMENTS	MY DOCUMENTS								
	DEDUCTIBLE OUT-OF-POCKET MAXIMUM													
					APPLIED TO DATE REMAINING AMOUNT									
	The fixed dollar amou	nt that you pay each year to	oward eligible health care ser	vices before your plan										
	met, the co-payment a	and/or coinsurance period	of your play may begin.	John Doo										
	IN NETWORK	ate \$0.00 Remaining		IN NETWORK	ate \$612.60 Remaining									
	\$1,000.00 Applied to D	ate, po.oo nemaining	\$1,000,00	\$367.51 Applied to D	ate, ourz.09 nemaining	\$1.000.0								
			\$1,000.00		,	\$1,000.0	0							
	©UT OF NETWORK	\$2,000,00 Remaining		CUT OF NETWORK	\$2,000,00 Remaining									
	po.oo Applied to Date, o	p2,000.00 Nemaining		o.oo Applied to Date	Applied to bate, \$2,000.00 nemaining									
	\$0		\$2,000.00	\$0		\$2,000.0	0							
	Family				Congratula	tions this is	vour	FOF	2					
	IN NETWORK				congratula		your							
	\$1,387.31 Applied to Date	e, \$612.69 Remaining			PLEASE P	RINT THIS F	PAGE							
	\$0		\$2,000.00	201	6 DEDUCTIBLE - \$1	.000								
	OUT OF NETWORK			201	l6-you need to mee	et \$1,000 deducti	ible to ge	et bac	:k					
	\$0.00 Applied to Date, \$4	,000.00 Remaining		\$50	00.									
	\$0		\$4,000.00	201	7 DEDUCTIBLE - \$1	.500								

WEBSITE FOR GAP CLAIM FORM:

http://uca.edu/hr/files/2016/03/gapclaimform.pdf

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	I certify that all information provided is correct and the claim(s) submitted are for myself or members of my family who are eligible. I authorize release of all information contained on this claim to my plan sponsor.							
	orginature Date							

PLEASE CONTINUE TO NEXT PAGE

VERY IMPORTANT:

After Human Resources processes your Gap Claim, we pass it on to Accounts Payable to pay you. Accounts Payable will direct deposit your reimbursement into your checking/savings account. If you have NOT set up a direct deposit with Accounts Payable, please do so now. The website for the Direct Deposit form is:

http://uca.edu/financialaccounting/accountspayable/

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I hereby authorize indicated. I also named below is s written notification 21 understand that U 22 Please read this 23 order of priority. I	e and request UCA authorize UCA to ir also authorized to n from me of its ca UCA is not respons section and comp Please note Accor	to have my reimb nitiate any correcti make the same e incellation. I may sible for accuracy letely fill out the re unts Payable/Trav	ursement/paymen on (debit) entries to ntries to my accour give such notice at of the bank information quired information rel can't process p	t directly deposited to th o my account, should su tt. This authority is to re any time, but I must allo tition I have provided and If you are making a ch ay cards.	e designated checking or sav ch entries be neccessary. Th main in full force and effective w UCA a reasonable time aft i inaccurate information will d ange, you must complete all a	ings account as e financial institution until UCA has receive er receipt to act upon i elay the implementation incount information in	ed t. 1 on															
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27 YES	Please use being used	the same check for my payroll dir	account that is cu ect deposit.	rrently	NO A voided che	ck is attached.																
29 Ba	nk Name	Ban	ik Routing Number	Accoun	Number	C=Checking S=Savings																
32 NOTE: You must pro	ovide the bank name, r	routing number and ad	ccount number even if	it is the same one that is beir	g used for payroll to ensure the corr	ect bank account number	is used.															
34 Employee Signat	ture				Date																	
Changes made t 36 reimbursement/p 37	to account informat payment.	tion must be recei	ved by the Account	s Payable/Travel Office	10 working days prior to the ex	pected date of																
38 ↓ → S	heet1 Sheet2	(†)							: [i ∢ [•
READY													_						I -			-+ 75%

PLEASE TURN IN THE 2 PAGES OF YOUR EOB THAT YOU WERE INSTRUCTED TO PRINT ALONG WITH THE GAP CLAIM FORM AND THE DIRECT DEPOSIT FORM TO HUMAN RESOURCES – WINGO HALL 106