

Please circulate to others and file in your *Provider Manual* for future reference.

ARE YOUR CLAIMS GOING TO THE CORRECT ADDRESS?

October 27, 2011

In an effort to streamline our operations, Community Health Group (CHG) would like to ask for your assistance with Claim Submittals. Recently our Claims Department has experienced a large amount of claims being submitted to the wrong billing address. By mailing your claims to the wrong address, it delays our claims process. CHG would like to ensure that your claims get processed in a timely manner. Below are the three appropriate billing addresses where your claims should be submitted for our plans:



Medi-Cal

**P.O. Box 1237
Chula Vista, CA 91912**

Healthy Families

**P.O. Box 1236
Chula Vista, CA 91912**

**CommuniCare Advantage
(Medicare)**

**P.O. Box 1267
Chula Vista, CA 91912**

**Statistical/Encounter
Claims**

**P.O. Box 1146
Chula Vista, CA 91912**

We appreciate your assistance in this effort. If you have any questions or concerns, please feel free to contact our Claims Supervisor Cristina Alvarado at (619) 498-6442 or Provider Relations Supervisor Victor Gonzalez at (619) 498-6457. Thank you in advance for your assistance and cooperation.