

THIS FORM WILL BE RETURNED IF IT IS INCOMPLETE OR INCORRECT

NOTICE TO MEMBERS

- PRE-AUTHORIZATION BY THE FUND'S DENTAL CONSULTANT IS REQUIRED FOR ANY PROPOSED COURSE OF TREATMENT IN WHICH A DENTIST CHARGES WILL AMOUNT TO \$500 OR MORE. X-RAYS MUST BE INCLUDED WITH TREATMENT PROGRAMS SUBMITTED FOR PRE-AUTHORIZATION. PRE-AUTHORIZATION BY THE FUND'S DENTAL CONSULTANT IS LIMITED TO THE APPROVAL OF THE COURSE OF TREATMENT PROPOSED; IT DOES NOT INCLUDE APPROVAL OF PAYMENT FOR SERVICES NOT COVERED UNDER THE DENTAL PLAN, THE PATIENT'S ELIGIBILITY OR GUARANTEED PAYMENT.
- CLAIM MUST BE SUBMITTED WITHIN 1 YEAR AFTER COMPLETION OF COURSE OF DENTAL TREATMENT.
- Bring a claim form with you when you visit your dentist. Complete your part - give all the information required. DISCUSS FEES BEFORE SERVICES ARE PERFORMED. If you have any questions about your dental benefits, contact the Dental Program Administrator.
- A covered patient may go to any dentist, anywhere, and the amount of payment is the same regardless of the dentist chosen.
- Mail this form to:
Wappingers Congress of Teacher
c/o Daniel H. Cook Associates
253 West 35th Street 12th Floor
New York, NY 10001 -1907 Telephone (212) 505-5050

NOTICE TO DENTISTS

- Pre-Treatment Authorization must be filed not later than 30 days after examination.
- If services rendered are for emergency treatment or due to an accidental injury, Pre-Authorization will not be necessary.
- PRE-AUTHORIZATION BY THE FUND'S DENTAL CONSULTANT IS REQUIRED FOR ANY PROPOSED COURSE OF TREATMENT IN WHICH A DENTIST CHARGES WILL AMOUNT TO \$500 OR MORE. X-RAYS MUST BE INCLUDED WITH TREATMENT PROGRAMS SUBMITTED FOR PRE-AUTHORIZATION. PRE-AUTHORIZATION BY THE FUND'S DENTAL CONSULTANT IS LIMITED TO THE APPROVAL OF THE COURSE OF TREATMENT PROPOSED; IT DOES NOT INCLUDE APPROVAL OF PAYMENT FOR SERVICES NOT COVERED UNDER THE DENTAL PLAN, THE PATIENT'S ELIGIBILITY OR GUARANTEED PAYMENT.
- All procedures must have corresponding CDT/ADA procedure codes listed in order to be processed.

FUND DENTAL CONSULTANT REMARKS:

ANYONE INTENTIONALLY MISUSING THIS FORM FOR THE PURPOSE OF OBTAINING IMPROPER PAYMENTS IS SUBJECT TO APPROPRIATE ACTION.