

JOINT BENEFIT TRUST

ADMINISTRATOR
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DUAL COVERAGE QUESTIONNAIRE

Member: _____ Date: _____

Member's S.S.# or JBT ID#: _____ Patient: _____
(See Enclosed Information)

Dear JBT Member:

PLEASE COMPLETE ALL QUESTIONS

We are in receipt of a claim submitted for your dependent. Due to state laws with respect to coordination of benefits for dependent children, it is necessary to ask the following questions in order to determine the primary carrier for your dependent child. **(See enclosed information).**

1. Provide birth date of both parents:
Mother: mo. ___ day ___ year ___ Father: mo. ___ day ___ year ___
2. Does child live with both natural parents? Yes No
3. If parents are divorced or separated, which parent has custody? Mother Father
4. If divorced, is it written in your divorce decree that either parent is responsible for all health expenses for this child? Yes No If yes, which parent is responsible? Describe that responsibility or provide a copy of that portion of the divorce decree which explains the responsibility:

5. Please provide the following information regarding insurance coverage (other than JBT) for this child. If more room is needed, please use other side of this form.
 - Name of other insured person: _____
 - Is insured working? _____ Retired? _____
 - Relationship to patient (mother, father, stepparent): _____
 - Other insured's Social Security # : _____
 - Name and address of other insured's employer: _____

 - Effective date of coverage: _____ POLICY # _____
 - If terminated, give date of termination: _____
 - Name, address and phone number of other group carrier: _____

 - **MEDICAL: YES or NO DENTAL YES or NO**
 - Does this policy include your dependents for coverage? _____
 - **IS THIS AN HMO? _____ PPO? _____ EPO? _____ Chiropractic Coverage included? _____**

The charges submitted cannot be processed without this information. If you have any questions, please feel free to contact this office. Please return all enclosures with this completed form.