



## **Member Instructions**

Step 1: Complete application form and return to PEHP via the secure Message Center in your online account.

**Step 2:** A Health Benefits Advisor will contact you to help you determine where to go for the best value, tell you how much cash back you can expect to receive, and finalize your application for the desired treatment.

Step 3: Once you apply for cash back, you must receive services within 90 days to be eligible for cash back.

## Important! Your application MUST be approved before receiving services to qualify for cash back.

## **Timeline**

Once PEHP has processed your claim, please allow up to 60 days to receive your cash back. Please note this is taxable income and FICA is withheld.

## **Member Information**

NAME	MEMBER DATE OF BIRTH	PEHP MEMBER ID
Description of service desired		

Have you already discussed this service with a provider? If so, please provide the name and office address of the provider.

If known, please provide the billing/procedure code for the service

Have you discussed a specific location/facility with your provider for this service? If so, please provide the name and address of the facility.

Please provide 2 or 3 preferred times and days during the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, and a PEHP Health Benefits Advisor will call you to complete the application process.

**Make sure you save the form after you fill it out.** Go to "File" and Print as "Adobe PDF", then send it to us via the PEHP Message Center as an attachment. Message subject: Cash Back.

Phone: 801-366-7555 Toll-free: 800-765-7347 PEHP Message Center