

# New Mexico Retiree Health Care Authority (NMRHCA)

## Member Benefit Booklet HMO Medical Plan

Offered by New Mexico Retiree Health Care Authority (NMRHCA)  
Administered by Presbyterian Health Plan, Inc.

# WELCOME

The New Mexico Retiree Health Care Authority (referred to as NMRHCA) is pleased to present your Plan effective January 1, 2023. You will notice some differences from plans offered in the past, and this *Member Benefit Booklet* provides a good explanation of how to maximize the Plan's benefits.

As you are aware, healthcare costs continue to increase at an alarming rate and NMRHCA is not immune to the contributing factors behind these increases. However, through sound administrative practices as well as good decisions on your part as Plan participants, NMRHCA has been able to limit the impact to its Plan participants.

In keeping with its commitment to service and flexibility, NMRHCA is offering plans that provide you with options for accessing care. NMRHCA believes that your engagement as a well-informed care seeker will help ensure the long-term success of the Plan. In partnership with NMRHCA, we encourage you to familiarize yourself with the Plan's features in order to make informed decisions about your healthcare.

This *Member Benefit Booklet* is intended to provide you with easy-to-understand explanations about specific provisions of the program including covered services and related out-of-pocket expenses.

While every effort is made to make this booklet as accurate as possible, any conflict that should arise between this *Member Benefit Booklet* and the claims administrator will be governed by the terms of the Professional Services Agreement. In addition, NMRHCA reserves the right to terminate, discontinue, alter, modify, or change this Plan or any provision of this Plan at any time.

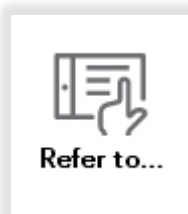
Please take time to read and understand the terms and conditions in this *Member Benefit Booklet* in order to better understand the costs associated with the delivery of care.

Thank you for the opportunity to serve you.

New Mexico Retiree Health Care Authority

## UNDERSTANDING THIS MEMBER BENEFIT BOOKLET

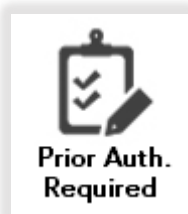
We use visual symbols throughout this *Member Benefit Booklet* to alert you to important requirements, restrictions and information. When one or more of the symbols is used, we will use bold print in the paragraph or section to point out the exact requirement, restriction, and information. These symbols are listed below:



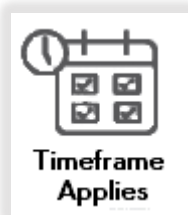
**Refer To** – This “Refer To” symbol will direct you to read related information in other sections of the *Member Benefit Booklet* or *Summary of Benefits and Coverage* when necessary. The Section being referenced will be bolded.



**Exclusion** – This “Exclusion” symbol will appear next to the description of certain Covered Benefits. The Exclusion symbol will alert you that there are some services that are excluded from the Covered Benefits and will not be paid. You should refer to the Exclusion Section when you see this symbol.



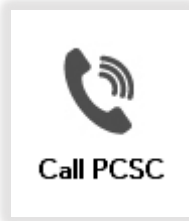
**Prior Authorization Required** – This “Prior Authorization” symbol will appear next to those Covered Benefits that require our Authorization (approval) in advance of those services. To receive full benefits, your In-network Practitioner/Provider must call us and obtain Authorization before you receive treatment. You must call us if you are seeking services Out-of-network. In the case of a Hospital in-patient admission following an Emergency Room visit, you or your provider should call as soon as possible.



**Timeframe Requirement** – This “Timeframe” symbol appears to remind you when you must take action within a certain time frame to comply with your Plan. An example of a Timeframe Requirement is when you must enroll your newborn within **31 days** of birth.



**Important Information** – This “Important Information” symbol appears when there are special instructions or important information about your Covered Benefits or your Plan that requires special attention. An example of Important Information would be if there are no Covered Benefits when you receive care Out-of-network.



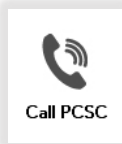
**Call Presbyterian Customer Service Center** – This “Call PCSC” symbol appears whenever we refer to our Presbyterian Customer Service Center or to remind you to call us for information.

In addition, some important terms used throughout this *Member Benefit Booklet* and the *Summary of Benefits and Coverage* will be capitalized. These terms are defined in the Glossary of Terms Section.

## **CUSTOMER ASSISTANCE**

### ***Presbyterian Customer Service Center (PCSC)***

If you have any questions about your Health Benefit Plan, please call our Presbyterian Customer Service Center. We have Spanish and Navajo speaking representatives and we offer translation services for more than 140 languages.



Our Presbyterian Customer Service Center representatives are available Monday through Friday from 7 a.m. to 6 p.m. at **(505) 923-5600** or **1-888-275-7737**. Hearing impaired users may call **TTY 711**. You may visit our website for useful health information and services at **[www.phs.org](http://www.phs.org)**.

### ***Consumer Assistance Coordinator***

If you need assistance completing any of our forms, if you have special needs, or if you need assistance in protecting your rights as a Member, please call our Consumer Assistance Coordinator Monday through Friday from 7 a.m. to 6 p.m. at **(505) 923-5600** or **1-888-275-7737**. Hearing impaired users may call **TTY 711** or visit our website at **[www.phs.org](http://www.phs.org)**.

### ***Written Correspondence***

You may write to us about any question or concern at the following address:

Presbyterian Insurance Company, Inc.  
Attention: Presbyterian Customer Service Center  
P.O. Box 27489  
Albuquerque, NM 87125-7489

## INTRODUCTION

The New Mexico Retiree Health Care Authority provides group health care coverage through the HMO - type Medical Plan (Plan) administered by Presbyterian Health Plan, Inc. (Presbyterian Health Plan (PHP))

You must select an In-network Primary Care Physician (PCP) to direct your health care needs. Please refer to the PHP Provider Directory or the PHP Web Site ([www.phs.org](http://www.phs.org)) when selecting your In-network PCP. If you do not select a PCP, one will be selected for you.

If you obtain services from an In-network Provider/Practitioner, you will not have to file any claims. In-network Providers are responsible for filing all claims to PHP.

This booklet is your *Member Benefit Booklet*. It describes the benefits and limitations of the Plan. It explains how to file claims (if applicable), how to request reconsideration of a claim, or file for an adjustment of a benefit payment.

You should know several basic facts as you read this *Member Benefit Booklet*:

- Providers are Physicians, Hospitals, and other Health Care Professionals or facilities that provide Health Care Services.
- In-network Providers have contractual agreements with Presbyterian Health Plan, Inc., and allow lower out-of-pocket expenses and additional benefits for covered persons.

Please take the time to read this *Member Benefit Booklet* carefully before placing it in a safe place for future reference. If you have any questions regarding this *Member Benefit Booklet*, please call the Presbyterian Customer Service Center, Monday through Friday, between 7 a.m. and 6 p.m. at **(505) 923-5600** (in Albuquerque), or toll free at **1-888-275-7737 (Ask-PRES)**. TTY users may call **711**. It is best to call for clarification before services are rendered to ensure that the proper procedures are followed in order to afford you with the maximum level of benefits available under the Plan.

## TABLE OF CONTENTS

<b>Welcome .....</b>	<b>2</b>
<b>Understanding This Member Benefit Booklet .....</b>	<b>3</b>
Customer Assistance .....	4
<b>Introduction .....</b>	<b>5</b>
<b>Table Of Contents .....</b>	<b>6</b>
<b>Summary of Benefits .....</b>	<b>12</b>
<b>How The Plan Works .....</b>	<b>17</b>
In-Network Providers .....	17
Out-of-Network Providers .....	17
How to Access Care .....	18
What is Prior Authorization? .....	18
What Procedures Require Prior Authorization? .....	18
Prior Authorization – Inpatient .....	19
Prior Authorization – Other Medical Services .....	19
Case Management Program .....	21
PresRN .....	21
Transition of Care .....	21
Cost Sharing Features .....	22
Copayment .....	22
Coinsurance .....	22
Annual Deductible (January 1 –December 31) .....	22
Annual Out-of-Pocket Maximum .....	22
Maximum Benefits .....	23
Medically Necessary Services .....	23
Health Care Fraud Message .....	23
Federal and State Health Care Reform .....	24
Health Management .....	24
<b>Eligibility, Enrollment and Effective Dates .....</b>	<b>25</b>
Eligibility .....	25
Coverage Types .....	25
Late Applicants .....	25

Eligible Retiree, Spouse and Dependent Change in Status/ Enrollment.....	25
Eligible Retiree .....	25
Eligible Dependent.....	26
Right of Survivorship.....	26
Adding Dependents .....	27
Removing Dependents.....	27
How Coverage Stops .....	27
How Coverage May Continue .....	28
Continuation of Coverage.....	28
Medicare .....	29
ID Card .....	30
<b>Covered Services.....</b>	<b>31</b>
Accidental Injury/Medical Emergency Care/Urgent Care .....	31
Medical Emergency Care.....	31
Urgent Care.....	32
Acupuncture Services .....	32
Ambulance Services .....	32
Autism Spectrum Disorder .....	33
Behavioral Health And Alcoholism And/Or Substance use disorder .....	34
Behavioral Health Services.....	34
Alcohol and/or Substance Use Disorder Services .....	35
Biofeedback.....	36
Clinical Trials .....	36
Cardiac/Pulmonary Rehabilitation .....	38
Chemotherapy/Dialysis/Radiation Therapy .....	38
Chiropractic Services.....	38
COVID-19 .....	38
Dental Care and Medical Conditions of the Mouth and Jaw .....	38
Dental Accidents.....	38

Hospitalization for Dental Care .....	39
Oral Surgery and TMJ Treatment .....	39
Diabetes Services.....	40
Diabetes Education .....	40
Diabetes supplies and services.....	41
Diabetic Supplies and Equipment- Pregnancy Related.....	42
Diagnostic Services .....	42
Durable Medical Equipment and Equipment and Appliances, Hearing Aids, Medical Supplies, Orthotics, and Prosthetics.....	43
Medical Supplies.....	45
Family Planning and Related Services.....	46
Genetic Inborn Errors of Metabolism Disorders (IEM).....	47
Habilitative .....	48
Autism Spectrum Disorder .....	48
Home Health Care .....	48
Hospice Care.....	49
Hospital Inpatient Services.....	51
Blood.....	51
Physical Rehabilitation – Inpatient.....	51
Massage Therapy .....	52
Maternity and Newborn Care .....	52
Newborn and Mothers Health Protection Act.....	53
Provider Services.....	53
Allergy Services.....	53
Chronic Pain Treatment .....	53
Contraceptive Devices .....	53
Injectable Drugs .....	54


Inpatient Provider Visits and Consultations.....	54
Office Visits .....	54
PHP Video Visits .....	54
Telehealth.....	54
Weight Management and Nutritional Counseling .....	54
Second Opinions .....	55
Preventive Services .....	55
Preventive Health Services for women.....	55
Cytologic Screening (Pap smear screening) .....	56
Evidence-based items or services .....	57
Human Papillomavirus (HPV) Screening.....	57
Health Education and Counseling.....	57
Mammography Coverage.....	58
Prostate Exams.....	58
Routine Vision Screening.....	58
Routine Hearing Screening.....	58
Routine Immunizations .....	58
Routine Physical Examinations .....	59
Well-Child Care.....	59
Rolfing .....	59
Skilled Nursing Facility.....	59
Smoking Cessation .....	60
Surgery.....	60
Cardiac Surgery .....	61
Cataract Surgery.....	61
Cochlear Implants .....	61
Congenital Anomalies.....	62


Morbid Obesity .....	62
Oral Surgery .....	62
Outpatient Surgery .....	62
Reconstructive Surgery .....	62
Mastectomy Services .....	62
Therapy .....	63
Physical, Occupational and Speech Therapy .....	63
Transplant Services.....	63
<b>Limitations And Exclusions .....</b>	<b>68</b>
Limitations.....	68
Exclusions.....	72
<b>Filing Claims .....</b>	<b>83</b>
Emergency Services or Out-of-Network Providers.....	83
Out-of-Network Service Claims.....	83
Claims Outside the United States .....	84
Itemized Bills.....	84
Prescription Drug Claims .....	84
How Payments are Made.....	84
Overpayments .....	85
Coordination of Benefits .....	85
Effect of Medicare on Benefits.....	87
Effect of Medicaid on Benefits.....	88
Other valid coverage.....	88
Responsibility for Timely Notice .....	89
Facility of Payment.....	89
Right of Recovery.....	89
Third-Party Liability Subrogation .....	89
Subrogation.....	90
Assignment of Benefits .....	90
Fraudulent Application or Claim.....	90
Grievance Procedures .....	91


Adverse Determination Review Procedures.....	92
External Review by NMRHCA.....	93
Administrative Grievance Review Procedures.....	94
External Review by NMRHCA.....	95
External Review by the Superintendent (Administrative Grievance Reviews)...	95
Retaliatory Action.....	95
<b>Member Rights And Responsibilities .....</b>	<b>96</b>
Member Rights .....	96
Member Responsibilities .....	98
<b>Glossary of Terms .....</b>	<b>99</b>
<b>Notice of Privacy Practices .....</b>	<b>111</b>
<b>Acceptance Page .....</b>	<b>118</b>

## SUMMARY OF BENEFITS


*The following are the highlights of the HMO administered by Presbyterian Health Plan, Inc. (PHP) for New Mexico Retiree Health Care Authority members statewide. These benefits are effective January 1, 2023 through December 31, 2023. The specific terms of coverage, limitations and exclusions are detailed in the How the Plan Works Section, Covered Services Section and Limitations and Exclusions Section of this Member Benefit Booklet.*


 <b>PRESBYTERIAN</b>		Value HMO
		In-Network Care
	<b>Annual Deductible</b>  (Deductible must be met before payments are made and applies to all services otherwise indicated).	\$1500
	<b>Annual Out-of-Pocket Max</b>  (Does not include penalty amounts, charges above Reasonable and Customary, or non-Covered charges including charges incurred after the benefit maximum has been reached).	\$5500
	<b>Lifetime maximum</b>	Unlimited (Certain services are subject to Calendar Year and/or lifetime maximums or are limited per condition).
<b>Physician Services</b>	<b>Office Services</b>  Office Visit (Deductible waived - other services received during the office visit, such as therapy or Surgery, are subject to Deductible and Coinsurance as listed in the rest of the summary)  Office Services Specialist (Deductible waived - other services received during the office visit, such as therapy or Surgery, are subject to Deductible and Coinsurance as listed in the rest of the summary)  Allergy Injections, Tests, Serums	\$35 Copay     \$55 Copay     30%

 <b>PRESBYTERIAN</b>		Value HMO
		In-Network Care
<b>Physician Services</b> <i>continued</i>	<b>Preventive services</b> (Deductible waived) Routine physicals and Gynecological Exams Well child care including vision and hearing screening (through age 17)  Women's Health Care Contraceptive Methods <ul style="list-style-type: none"> <li>▪ Intrauterine Devices (IUD)</li> <li>▪ Hormone Contraceptive Injections</li> <li>▪ Inserted Contraceptive Devices</li> <li>▪ Implanted Contraceptive Devices</li> </ul> Breastfeeding support, supplies and counseling (for one year after delivery)  Related Testing (including routine Pap tests, mammograms, colonoscopies, cholesterol tests, urinalysis, etc., and immunizations).	Plan pays 100%
<b>Outpatient Diagnostic Testing</b>	PET <sup>1</sup> , MRI <sup>1</sup> , CT Scans <sup>1</sup>	30%
	In Free Standing Imaging Center (Deductible waived)	\$125 per test, per day
	Laboratory, X-rays, and Pathology (Deductible waived)	Plan pays 100%
	EKG	30%
	Home/Sleep Studies	30%
<b>Hospital Services</b>	<b>Hospitalization</b> Medical/Surgical and Maternity Related Room and Board and Covered Ancillaries <sup>2</sup>	30%
	Physicians and other Professional Provider Charges	30%
	Inpatient rehabilitation services <sup>1,2</sup>	30%
<b>Surgical Services</b>	Inpatient Surgery <sup>1,2</sup>	30%
	Outpatient Surgery <sup>1</sup>	30%

 <b>PRESBYTERIAN</b>		Value HMO
		In-Network Care
<b>Surgical Services Continued</b>	Outpatient Surgery <sup>1</sup> for the facilities and services detailed below: Deductible waived  Presbyterian (Kaseman Hospital Albuquerque, Rust Medical Center Rio Rancho) <ul style="list-style-type: none"> <li>Hernia</li> <li>Laparoscopic Cholecystectomy Surgeries</li> </ul> New Mexico Orthopedics (Albuquerque) <ul style="list-style-type: none"> <li>Shoulder Arthroscopy</li> <li>Knee Arthroscopy</li> </ul>	\$650
	Office Surgery (including casts, splints, and dressings) <sup>1</sup>	30%
<b>Maternity Services</b>	Physician/midwife services (delivery, prenatal, postnatal care)	30%
	Hospital Admission <sup>1,2</sup>	30%
	Routine nursery care for newborns	30%
<b>Urgent and Emergency Services</b>	Urgent Care Facility (Deductible waived In-network only)	\$55 copay
	Emergency room visit/Observation room treatment (Deductible waived)	\$350 copay
	Physician and Other Professional Provider Charges <sup>3</sup>	30%
	Ambulance Services	30%
	Emergency Air Transport	30%
<b>Mental Health</b>	Outpatient services	Plan pays 100%
	Inpatient services <sup>1,2</sup>	Plan pays 100%
<b>Substance Abuse</b>	Outpatient services	Plan pays 100%
	Inpatient services <sup>1,2</sup>	Plan pays 100%

Presbyterian Customer Service Center: (505) 923-5600 or 1-888-275-7737

 <b>PRESBYTERIAN</b>		Value HMO
		In-Network Care
Other Services	Alternative therapy (e.g. Acupuncture, Chiropractic, Massage therapy, and Rolfing) ( <i>\$1,500 combined In-Network and Out-of-Network Calendar Year maximum</i> ) <sup>5</sup>	30%
	Biofeedback	30%
	Cardiac or Pulmonary Rehabilitation – Outpatient	30%
	Chemotherapy and/or Radiation Therapy	30%
	Dialysis	30%
	Durable Medical Equipment <sup>1,4</sup>	30%
	Prosthetics and Orthotics <sup>1</sup>	30%
	Hearing Aids – (Deductible waived) Benefits are limited. Please see “Hearing Aids” under Durable Medical Equipment subsection of Section 4 - Covered Services for details on this benefit.	No copay
	Home health care <sup>1</sup>	30%
	Hospice <sup>1</sup> Bereavement counseling ( <i>limited to 3 sessions during the Hospice benefit period</i> ) Respite care ( <i>limited to 10 continuous days and no more than 2 respite stays allowed during a 6-month Hospice benefit period</i> )	30%
	Physical, Occupational and Speech Therapy <sup>1,2</sup>	\$35 copay
	If PT obtained as alternative to surgery (Maximum of 4 copayments per course of treatment) (Deductible waived)	\$35 copay
	Dialysis/Plasmapheresis/ Photopheresis	30%
	Skilled Nursing Facility <sup>1,2</sup> ( <i>limited to 60 days per Calendar Year</i> )	30%
	Smoking cessation (Deductible waived)	Plan pays 100%

 <b>PRESBYTERIAN</b>		Value HMO
		In-Network Care
<b>Transplants</b>	Coverage for human organ transplants <sup>1,2</sup> (refer to <i>Member Benefit Booklet</i> for complete details on transplant coverage)	30%
<b>Prescription Drugs</b>	Administered by Express Scripts. Call Express Scripts at <b>1-800-501-0987</b> .	

The Deductible must be met before benefit payments are made (Deductible may be waived for routine/preventive services, drugs and other services as indicated on the *Summary of Benefits*).

After Member reaches the applicable Out-of-Pocket Maximum, the Plan pays 100% of most of that Member's covered charges.

Footnotes:

<sup>1</sup> Certain services are **not Covered** if prior approval is not obtained from the plan administrator. See Section 2 of the Member Benefit Booklet for a list of services requiring prior approval.

<sup>2</sup> Admission review is required for Inpatient Admissions. Some services, such as transplants and physical rehabilitation, require additional approval. If you do not receive approval for these individually identified procedures and services, benefits for any related Admissions will be denied. See Section 2 of the Member Benefit Booklet for details.

<sup>3</sup> Initial treatment of a Medical Emergency is paid at In-network Provider level. The Emergency Room copayment does not include related physician charges (which will be subject to deductible and coinsurance). The Emergency Room/Observation Room copay is waived if the Member is subsequently admitted.

<sup>4</sup> Rental benefit for medical equipment and other items will not exceed the purchase prices of a new unit.

<sup>5</sup> Services administered by a licensed medical doctor (M.D.), doctor of osteopathy (D.O.), physical therapist (R.P.T. or L.P.T.), licensed massage therapist (L.M.T.), doctor of oriental medicine (D.O.M.), and doctor of chiropractic (D.O.C.) are Covered. Rolfing must be provided by a certified Rolfer.

## HOW THE PLAN WORKS

Your Group healthcare plan is a Value HMO Plan administered by the Claims Administrator, Presbyterian Health Plan, Inc. (Presbyterian Health Plan). This plan is available only to those Members living in New Mexico.

### IN-NETWORK PROVIDERS

You and all covered members of your family must select an In-network Primary Care Provider (PCP) to coordinate your care. In-network PCPs are Provider who have a contract with PHP to provide, coordinate, and manage your healthcare needs. In-network PCPs include family and general practice, internal medicine, and pediatric Provider who are conveniently located throughout the HMO network area. When you see an In-network PCP or any other In-network Provider/Practitioner, you pay a Copayment for most services. The In-network Provider/Practitioner handles any necessary **Prior Authorizations** for you.

In-network OB/GYNs can be seen. This benefit, called Open Access, allows female Members to see their OB/GYN for care related to pregnancy or any gynecological condition.

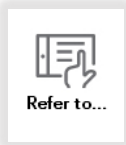
If you want to know more about your In-network Provider/Practitioner, the Presbyterian Customer Service Center can tell you information such as medical school attended, residency completed, and board certification status.

### OUT-OF-NETWORK PROVIDERS

Out-of-network Practitioners/Providers are healthcare Practitioners/Providers, including non-medical facilities, who have not entered into an agreement with us to provide Health Care Services to PHP Members.

Covered Health Care Services obtained from an Out-of-network Practitioner/Provider **or outside the Service Area will not be Covered** unless such services are not reasonably available from an In-network Practitioner/Provider or in cases of an emergency. You will not pay higher or additional Cost Sharing amounts under such circumstances.

Services provided by an Out-of-network Practitioner/Provider, except Emergency services, require that your Primary Care Physician request and obtain written approval (Authorization) from our Medical Director **BEFORE** services are rendered. Otherwise, **you will be responsible for payment**. Please refer to the **Prior Authorization Section** for more information on **Prior Authorization** requirements.



**Services of an Out-of-network Practitioner/Provider will not be Covered** unless this **Prior Authorization** is obtained prior to receiving the services. **You may be liable for the charges** resulting from failure to obtain **Prior Authorization** for services provided by the Out-of-network Practitioner/Provider.

## HOW TO ACCESS CARE

To receive care under this plan, you and all your covered members of your family must select an In-network PCP to coordinate your health care needs. Your In-network PCP will be able to meet most of your health care needs. A list of In-network PCPs may be found in the PHP Provider Directory or from the PHP Web Site at [www.phs.org](http://www.phs.org). You may choose any doctor or nurse practitioner on that list as your In-network PCP. If you choose an In-network PCP from this list and notify PHP of your selection, that PCP information will appear on your ID Card.

## WHAT IS PRIOR AUTHORIZATION?

**Prior Authorization** can provide you with the assurance that, when you are using the Plan, you are being treated in the most efficient and appropriate health care setting. It will also help manage the rising costs of health care. Your participation is essential. Together, we can make **Prior Authorization** an effective program.

If you obtain services from an In-network Provider, the PHP Health Services Department staff will ask your In-network PCP/Specialist for information about your medical condition, the proposed treatment plan and the estimated length of stay, if hospitalization is required. The Health Services Department staff will evaluate the information and notify your PCP or Specialist (usually at the time of the call) if the proposed treatment or hospitalization is approved. **Prior Authorization** has been completed when your In-network PCP/Specialist has been told that the proposed services are approved. Payment is made as explained in the *Summary of Benefits* and in “Covered Services”.

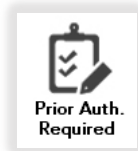
The **Prior Authorization** requirements affect whether the Plan pays for your Covered Services. However, **Prior Authorization** does not deny your right to be admitted to any Hospital.

## WHAT PROCEDURES REQUIRE PRIOR AUTHORIZATION?

Certain procedures or services, as identified in the next subsection of this document, do require **Prior Authorization**. The responsibility for obtaining **Prior Authorization** is as follows:

- In-network Provider - When accessing services from an In-network Provider, the In-network Provider is responsible for obtaining **Prior Authorization** from Presbyterian Health Plan before providing these services to you.

## PRIOR AUTHORIZATION – INPATIENT



If your In-network Provider recommends you be admitted as an Inpatient to a Hospital or treatment facility, your In-network Provider is responsible for any **Prior Authorization** requirement for Inpatient Admissions.

If you are hospitalized and there has been no approved **Prior Authorization**, and the Plan determines that the Admission was not Medically Necessary, **no** benefits are paid for Inpatient room and board charges. Additionally, these expenses do **not** apply toward the Out-of-Pocket Maximum provision. Other Covered Services are paid as explained in the *Schedule of Benefits* and the Covered Services Section. If the Admission is not for a Covered Service, **no** payment is made.



**Note:** All Admissions for Behavioral Health and Alcoholism and/or Substance Use Disorder services require Prior Authorization from Presbyterian Health Plan's Behavioral Health Department (1-800-453-4347). If Prior Authorization is not obtained, services may not be covered if they do not fall within the benefits and limitations of this Plan. For emergencies, Presbyterian Health Plan Behavioral

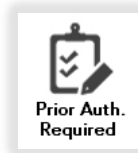
Health Department must be notified by the end of the next business day or as soon as reasonably possible or benefits may be denied.

**Prior Authorization** procedures also apply in the event you are transferred from one facility to another, you are readmitted, or when a newborn child remains hospitalized after the mother is discharged.

## PRIOR AUTHORIZATION – OTHER MEDICAL SERVICES

**Prior Authorization** determines only the Medical Necessity of a procedure or an Admission and an allowable length of stay. Approvals (for example, to receive non-specified services from a particular Provider) do not guarantee payment, and do not validate eligibility. Benefit payments are based on your eligibility and benefits in effect at the time you receive services. Services not listed as Covered and services that are not Medically Necessary are **not Covered**.

In addition to **Prior Authorization** for all Inpatient services, **Prior Authorization** is required for the following services. For certain services, **Prior Authorization** may be requested over the telephone. In other cases, a written request for approval must be submitted.



If **Prior Authorization** is not obtained for the following services, benefits will be reduced or denied for all related services. Your In-network Provider will request **Prior Authorizations** for you.

- Acute Medical Detoxification.
- All Hospital admissions, Inpatient non-emergent.

- Applied Behavior Analysis.
- Bariatric Surgery and Surgery for the treatment of obesity.
- Bone Growth stimulators.
- Clinical Trials (Investigational/Experimental).
- Certain injectable's received in the provider's office.
- Certified Hospice Care.
- Computed Axial Tomography (CAT) scans in an outpatient setting.
- Durable Medical Equipment (also see the Express Scripts Prescription drug coverage booklet or call them at 1-800-801-0987).
- Electroconvulsive Therapy (ECT).
- Epidural Injections for Back Pain.
- Foot Orthotics.
- Gender Conformation Surgery.
- Genetic/Genomic Testing.
- Home Health Care Services/Home Health Intravenous Drugs.
- Hyperbaric Oxygen.
- Injectable drugs, (includes Specialty Medications and Medical Drugs).
- Magnetic Resonance Imaging (MRI) in an outpatient setting.
- Mental Health services - Inpatient, Partial Hospitalization and select outpatient services.
- Mobile Cardiac Outpatient Telemetry and Real Time Continuous Attended Cardiac Monitoring Systems.
- Newborn Delivery and Hospital Obstetrical services.
- Non-emergency care when traveling outside the U.S.
- Nutritional Supplements.
- Observation Services greater than **24 hours**.
- Organ transplants/Transplant Services.
- Orthotics.
- Positron Emission Tomography (PET) scans in an outpatient setting.
- Some Prescription Drugs/Medications.
- Prosthetic Devices.
- Proton Beam Irradiation.
- Reconstructive and potentially cosmetic procedures.
- Selected Surgical/Diagnostic procedures.
  - Ankle Subtalar Arthroereisis.
  - Blepharoplasty/Brow Ptosis Surgery.
  - Breast Reconstruction following Mastectomy.
  - Breast reduction for gynecomastia.
  - Cholecystectomy by Laparoscopy.
  - Endoscopy Nasal/Sinus balloon dilation.
  - Hysterectomy.
  - Lumbar/Cervical Spine Surgery.
  - Meniscus Implant and Allograft/Meniscus Transplant.
  - Panniculectomy.
  - Rhinoplasty.

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- Tonsillectomy.
- Total Ankle Replacement.
- Total Hip Replacement.
- Total Knee Replacement.
- Skilled Nursing Facility care.
- Special Inpatient services (including but not limited to private room and board and/or special duty nursing).
- Special Medical Foods.
- Transcranial Magnetic Stimulation.
- Virtual Colonoscopy.
- Wireless Capsule Endoscopy.

## CASE MANAGEMENT PROGRAM

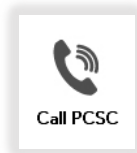
Presbyterian Health Plan's Case Management Program is a program that, as early as possible, identifies patients who have the potential for having high-cost medical expenses, may require extensive hospitalization, or have complicated discharge planning needs so that cost-effective alternative care arrangements can be made. Special care arrangements are coordinated with the Provider and may include benefits for services that are not ordinarily covered. In addition, the case management program acts to assist the patient and Provider in complex situations and coordinates care across the healthcare spectrum.

## PRESRN

Presbyterian Health Plan members have access to PresRN, a nurse advice line available **24 hours** a day, **seven days** a week, including holidays. PresRN is a no-cost service for Presbyterian Health Plan Members. Please call at **(505) 923-5570** or **1-866-221-9679**.

## TRANSITION OF CARE

If you are a new Member and are in an ongoing course of treatment with an Out-of-network Provider, you will be allowed to continue receiving care from this Provider for a transitional period of time (usually not to exceed **90 days**). Similarly, if you are in an ongoing course of treatment with an In-network Provider and that Provider becomes an Out-of-network Provider, you will be allowed to continue care from this Provider for a transitional period of time. Application must be made within **30 days** of the event. Please contact Presbyterian Customer Service Center, Monday through Friday, 7 a.m. to 6 p.m. at **(505) 923-5600** or **1-888-275-7737** for further information on Transition of Care. TTY users may call **711**.

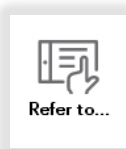


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NMRHCA

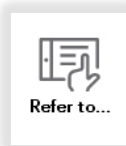
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## COST SHARING FEATURES



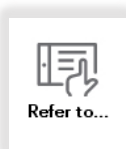
The Plan shares the cost of your healthcare expenses with you. The following describes the different cost-sharing methods available, as detailed in the *Summary of Benefits*.

## COPAYMENT



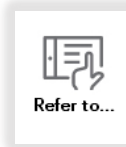
For most services obtained from an In-network Provider, you pay a Copayment and the Plan pays a portion of the remainder. The Copayment is stated as a set dollar amount. See the *Summary of Benefits* for all applicable Copayments.

## COINSURANCE



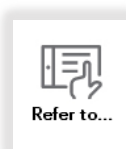
For most services, you will pay a Coinsurance. This is the amount of the covered healthcare expense that is partially paid by the Plan and partially paid by you on a percentage basis. This Coinsurance is in addition to the Annual Deductible you are responsible for and continues to be your responsibility after the Annual Deductible is met. See the *Summary of Benefits* for Coinsurance amounts.

## ANNUAL DEDUCTIBLE (JANUARY 1 –DECEMBER 31)



Most services are subject to an Annual Deductible. The amount of your Annual Deductible can be found in the *Summary of Benefits*. This Deductible must be paid for by you each Calendar Year toward Covered Services **before** health benefits for that Member will be paid by the Plan (except preventive services, drugs, items Covered under the prescription drug plan and other services as indicated on the *Schedule of Benefits*).

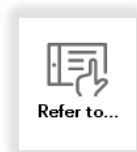
## ANNUAL OUT-OF-POCKET MAXIMUM



This Plan includes an Annual Out-of-pocket Maximum amount to protect you from catastrophic health care expenses. After your Annual Out-of-pocket Maximum is reached, the Plan pays 100%, for Covered Services for the remainder of that Calendar Year, up to the maximum benefit amounts. Refer to the *Summary of Benefits* for the Annual Out-of-pocket Maximum amounts.

The Annual Out-of-pocket Maximum does **not** include penalty amounts, non-covered charges, and any amounts over Reasonable and Customary charges.

## MAXIMUM BENEFITS



There is no Lifetime maximum payment under the Plan. However, certain benefits are specifically limited and have maximum limits per Calendar Year or lifetime, as described in the *Summary of Benefits* and in the Limitations and Exclusions Section.

## MEDICALLY NECESSARY SERVICES

The Plan helps pay health care expenses that are Medically Necessary and for those routine services specifically Covered in this *Member Benefit Booklet*. **No** benefit is available for any expense that is not Medically Necessary, unless it is for a routine service specifically Covered in this *Member Benefit Booklet*.

To be Medically Necessary, tests, treatments, services, or supplies provided by a Hospital, physician, or other health care Provider must:

- Be appropriate for the symptoms or diagnosis and treatment of the Member's condition, disease, illness or Accidental Injury;
- Be provided for the diagnosis or the direct care and treatment of the Member's condition, disease, illness or Accidental Injury;
- Be in accordance with the standards of good medical practice in the state where services are provided;
- Not be primarily for the convenience of the Member, the Member's family, or the Member's Provider; and
- Be the most appropriate supply or level of service that can safely be provided to the Member. When applied to hospitalization for acute care, this further means that the Member requires acute care as a bed patient and cannot receive safe or adequate care in a skilled facility, home health care or Outpatient.

Presbyterian Health Plan determines whether a healthcare service or supply is Medically Necessary and, therefore, whether the expense is covered.



**Note:** If you disagree with Presbyterian Health Plan's decision regarding the Medical Necessity of any item or service, you may file a Grievance or complaint. You may also request an external review of Presbyterian Health Plan's decision at any time. See "Grievance Procedures" in the Filing Claims Section. The fact that a Provider has prescribed, ordered, recommended, or approved a service or supply does not make it Medically Necessary or make the expense a Covered Service, even though it is not specifically listed as an exclusion.

## HEALTH CARE FRAUD MESSAGE

Insurance fraud may result in cost increases for this health care Plan. The following describes ways that you can help eliminate health care fraud:

Presbyterian Customer Service Center: (505) 923-5600 or 1-888-275-7737  
NMRHCA

01/01/2023

- Be wary of offers to “waive Copayments, Deductibles, or Coinsurance.” These costs are passed on to you eventually.
- Be wary of “mobile health testing labs.” Ask what the insurance company will be charged for the tests.
- Always review the explanation of benefits (EOB) you receive from Presbyterian Health Plan. If there are any discrepancies, call one of our Presbyterian Customer Service Center representatives.
- Be very cautious about giving information about your insurance coverage over the telephone.

If you suspect fraud, please call the Presbyterian Customer Service Center at **(505) 923-5600** or **1-800-275-7737**, Monday through Friday, 7 a.m. to 6 p.m. TTY users may call **711**.

## **FEDERAL AND STATE HEALTH CARE REFORM**

The New Mexico Retirees Health Care Authority a self-funded medical plan and Presbyterian Health Plan (PHP) shall comply with all applicable state and federal laws, rules and regulations. In addition, upon the compliance date of any change in law, or the promulgation of any final rule or regulation which directly affect NMRHCA’s or PHP’s obligations under this *Member Benefit Booklet* will be deemed automatically amended such that NMRHCA and/or PHP shall remain in compliance with the obligations imposed by such law, rule or regulation.

## **HEALTH MANAGEMENT**

- PHP provides members a number of tools to help better manage all health conditions, including: Direct access to medical advice any time, day or night through PresRN Nurse Advice Line – **1-866-221-9679**.
- Help with managing chronic conditions through Presbyterian Healthy Solutions program – **(505) 923-5487** or **1-800-841-9705**.

Useful diabetes education and support through our Certified Diabetes Educators. These resources are available through “Find a Doctor” on **www.phs.org**.

# ELIGIBILITY, ENROLLMENT AND EFFECTIVE DATES

## ELIGIBILITY

Each person who becomes eligible for coverage can apply by submitting an Application to NMRHCA **within 31 days** of becoming eligible. Call NMRHCA at **1-800-233-2576** for more information. Eligibility conditions are mandated by the Retiree Health Care Act and are subject to periodic changes. Call NMRHCA at **1-800-233-2576** for more information.

## COVERAGE TYPES

Single (individual) – Retiree or his or her Dependent is covered.

Dependents are allowed to be covered under a non-Medicare plan when the retiree (or a surviving spouse) is covered under a NMRHCA sponsored Medicare program.

## LATE APPLICANTS

NMRHCA is no longer accepting “late applicants” into the program unless the applicant has experienced a qualifying event according to Section 125 of the Internal Revenue Service (IRS) Code.

NMRHCA will allow an “open enrollment period” once every other year beginning January 1, 2023.

## ELIGIBLE RETIREE, SPOUSE AND DEPENDENT CHANGE IN STATUS/ ENROLLMENT

When an eligible retiree, spouse, or Dependent was receiving or eligible to receive group health benefit coverage through a third party and because of a change in status lose the coverage and become ineligible for the coverage, he/she may enroll in any NMRHCA Plan without submitting a health statement. In such cases, if the loss of coverage was not caused by any neglect or wrongdoing by the eligible retiree, spouse, or Dependent, he/she may enroll **within 31 days** of the change of status without being considered a late applicant.

## ELIGIBLE RETIREE

You are an *eligible retiree* (a retiree eligible to participate in NMRHCA) if:

- You receive a disability or normal retirement benefit from public service in New Mexico with an NMRHCA-participating employer, **and** you did one of the following:
  - You retired with a pension before your employer’s effective date with NMRHCA program;
  - You and/or your employer (on your behalf) made contributions to NMRHCA fund from your employment effective date with NMRHCA until your date of retirement;

- You and/or your employer (on your behalf) made contributions to NMRHCA fund for at least five years before your date of retirement; *or*
- Former legislators who served in the New Mexico State Legislature for at least two years are also eligible.
- You served as a non-salaried member of the governing authority of an employer eligible group to participate in the benefits of the Retiree Health Care Authority Act. An example is a former school board member.

## **ELIGIBLE DEPENDENT**

An *eligible Dependent* is a person obtaining NMRHCA health care coverage based upon that person's relationship to an eligible retiree. Eligible Dependents include the following:

- A spouse.
- An unmarried, Dependent child under the age of 26, including:
  - A natural child.
  - A domestic partner.
  - A legally adopted child.
  - A stepchild living in the same household who is primarily dependent on the eligible retiree for maintenance and support.
  - A child for whom the eligible retiree is the legal guardian and who is primarily Dependent on the eligible retiree for maintenance and support, as long as evidence of the guardianship is provided in a court order or decree.
  - A foster child living in the same household as the eligible retiree.
  - A Dependent child over age 26 who is wholly dependent on the eligible retiree for maintenance and support and incapable of self-sustaining employment by reason of mental retardation or physical handicap. Proof of incapacity and dependency must be provided within 31 days after the child reaches the limiting age and such times thereafter, as may be required by NMRHCA. The disability must have occurred before the limiting age.
- A surviving spouse (the spouse to whom a deceased eligible retiree/vested-active employee and/or participant was married at the time of death) *or* a surviving Dependent child of a deceased eligible retiree/vested-active participant, whose other parent is also deceased.

## **RIGHT OF SURVIVORSHIP**

An eligible Dependent of a deceased eligible retiree/vested-active Member may be covered under the same terms and conditions as would apply if the retiree were still living, except that the Dependent is not entitled to carry retiree life insurance. The surviving Dependent is enrolled (or re-enrolled) under his/her own Social Security Number and is assessed the applicable spouse or Dependent rate for medical plan premium contributions. This is called "right of survivorship," and it will continue to be offered to the eligible spouse until his/her death or to the eligible Dependent child until his/her death, marriage, or ineligibility. Dependents of the surviving spouse or child are not eligible for this program unless they are related to the deceased retiree as

described under “Eligible Dependents,” earlier in this section. For example, if a surviving spouse remarries, his/her new spouse is not eligible for this program.

A child is considered to be a specific age on the first day of the month following his/her birthday.

**Proof of incapacity** and dependency must be furnished periodically by you to NMRHCA.

**Your spouse or children are not eligible while:**

- On active duty in the armed forces of any country; or
- Covered under this program as a retiree or a Dependent of another retiree.

**It is your responsibility to notify NMRHCA (who will then notify Presbyterian Health Plan) of any change in your coverage status, including a name or address change, or an addition or removal of a Dependent (spouse or child). If you have questions about a Dependent’s eligibility, contact NMRHCA at 1-800-233-2576 for details and forms.**

## **ADDING DEPENDENTS**

You may apply for coverage of your eligible dependents.

For dependents who are newly eligible due to an event such as marriage, or birth you need to apply for dependent coverage before or **within 31 days** of the event. If you do not apply within the 31 days, your Application for the additional dependent(s) will be denied. (See “Late Applicants” earlier in this section).

**Exception:** When an eligible retiree, spouse, or dependent was receiving group health coverage through a third party and involuntarily loses the coverage due to a change in eligibility status, the eligible retiree, spouse, or dependent will be considered to have experienced a qualifying event under Section 125 of the Internal Revenue Service Code. In such cases, if the loss of coverage was not caused by any neglect or wrongdoing by the eligible retiree, spouse, or dependent, he/she may enroll **within 31 days** of the change of status without being considered a late applicant.

## **REMOVING DEPENDENTS**

When a dependent becomes ineligible through death, divorce, annulment, or legal separation, coverage ceases on at the end of the month that caused the dependent to lose eligibility. If a dependent becomes ineligible, coverage ceases at the end of the month. The retiree is responsible for submitting a Change of Enrollment form to remove the dependent from coverage. Contact NMRHCA at **1-800-233-2576** for the necessary form.

## **HOW COVERAGE STOPS**

Coverage under NMRHCA Plan terminates when:

1. The retiree or dependent ceases to be eligible;
2. NMRHCA ceases to provide health care benefits;

3. The retiree or surviving dependent fails to make any required premium payment for coverage when due;
4. The retiree or dependent commits fraud or material misrepresentation affecting coverage;
5. There is a material failure by the retiree or dependent to abide by the rules and/or policies and procedures of NMRHCA Plan;
6. The retiree requests cancellation of any or all Plans (the effective date of cancellation will depend on the date NMRHCA receives the written request);
7. The retiree dies (right of survivorship will continue to be offered to the retiree's eligible spouse until his/her death, and to the retiree's eligible dependents until their death, marriage, or ineligibility).

A Member is required to **switch** from this non-Medicare Plan to a Medicare-secondary plan when he/she becomes eligible for Medicare. Contact NMRHCA at **1-800-233-2576** for more information.

## HOW COVERAGE MAY CONTINUE

If a Member loses coverage under this Plan, there are a number of ways that health care coverage can be continued:

## CONTINUATION OF COVERAGE

The COBRA law allows the continuation of health care coverage for a retiree and/or his/her Dependents when they are no longer eligible for these reasons:

- The retiree's spouse ceases to be an eligible dependent as a result of divorce or legal separation; or
- The retiree's dependent child ceases to be an eligible dependent; or
- The retiree ceases to receive a pension.

To obtain this continuous coverage, the person who wants to continue coverage must submit written notice to NMRHCA **within 60 days** after the event that caused the ineligibility. NMRHCA will give a written election notice of the right to continue the coverage. If the person wants to continue the coverage, this notice must be completed and returned to NMRHCA **within 60 days** of the latter of.

- The date the coverage would otherwise have ended; or
- The date of the notice informing the person of the right to continue; but in no event may election be made more than 120 days after the retiree's death (150 days after the dependent's ineligibility date).

The first payment for the continued coverage must be made by the **45th day** after the date the election notice is completed. If this is done, the coverage will be continued until the first of these dates:

- 36 months from the earliest of the following events:
  - Retiree's death; or

- Retiree's divorce or legal separation from his/her spouse; or
- The retiree's dependent child ceasing to be an eligible dependent as specified by NMRHCA state law.
- If the person fails to make any payment required by NMRHCA for the continued coverage, the end of the period for which the person has made the required payments.
- The day the person becomes covered under any other health plan for persons in a group, on an insured or uninsured basis. However, coverage is not prevented from being continued until the end of any period under the other health plan for which pre-existing conditions are excluded and benefits for them are limited.
- The day the person becomes entitled to Medicare benefits.
- NMRHCA Plan providing the coverage ends.

For this continuation of coverage provision, all other terms of the Plan will apply, except that unearned premiums will be paid to that person's estate. When the person who elected the continuation right dies, and the person was:

- The retiree's spouse, benefits will be paid to:
  - The spouse's estate, if the spouse survived his/her dependent children; or
  - The person or institution appearing to the Claims Administration to have assumed the main support of the eligible dependent children, if the spouse did not survive his/her dependent children.
- The retiree's Dependent child, benefits will be paid to the child's estate.

## MEDICARE

Within three months before you or your spouse becomes age 65, or if you or a covered dependent qualifies for Medicare benefits for any other reason, contact the local Social Security office to establish Medicare eligibility. NMRHCA will send you information about your coverage options about three months before the month in which you turn 65. Members, who are eligible for both parts of Medicare, whether or not they choose to enroll, can be covered under one of the Medicare-primary plans; they are not eligible for this Plan.



**Note:** Members who are not eligible for premium-free Medicare Part A should apply for Medicare Part B. Although Medicare allows you to reject Medicare Part B, you are strongly encouraged to purchase it; otherwise, you will have to pay the portion of your claims that would have been covered by Medicare Part B.

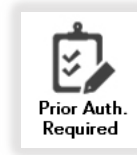
For participants who are not enrolled in Medicare Part B, benefit payments will be calculated as if Medicare had paid 80% of the billed charge for a Covered Service (this amount is the Member's responsibility and does **not** accrue to the Out-of-Pocket Maximums). Benefit payments will be either:

- The remaining 20% of the billed charge for a Covered Service, or
- The amount the Plan would have paid as primary payer (based on the Presbyterian Health Plan maximum allowable fee) – whichever is less.

## ID CARD

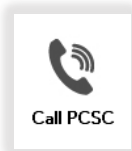
Your Plan ID card identifies the cardholder and your coverage. Carry it with you.

When you present your card to In-network Providers, they know that you receive special benefits – they will file claims for you and will obtain any needed pre-admission review or other **Prior Authorizations**. You are responsible for any Copayments, Coinsurance, or expenses for non-Covered Services.



Your Member identification number and your group number are on your ID Card. Each of your Dependents will also receive an ID card. The reverse side of your ID card provides the address for PHP and some important telephone numbers for your use while using the Plan. It is important that you always show each individual's own ID card when obtaining care.

If you want additional cards or need to replace a lost card, contact a Presbyterian Customer Service Center representative, Monday through Friday, between 7 a.m. and 6 p.m. at **(505)-923-5600** or toll free at **1-888-275-7737 (Ask-PRES)**. TTY users may call **711**.



This card is part of your coverage. Do not let anyone who is not named in your coverage use your card to receive benefits.

## COVERED SERVICES

Benefits are subject to the Copayments, Deductibles, and Coinsurance listed in the *Summary of Benefits*. Please refer to the Limitations and Exclusions Section, for details regarding the Limitations and Exclusions applicable to this Plan. **Any services received must be Medically Necessary to be covered.**



**Note:** If you disagree with Presbyterian Health Plan's decision regarding the Medical Necessity of any item or service, you may file a complaint. You may also request an external review of Presbyterian Health Plan's decision at any time. See "Grievance Procedures" in Filing Claims Section.

### ACCIDENTAL INJURY/MEDICAL EMERGENCY CARE/URGENT CARE

#### MEDICAL EMERGENCY CARE

Emergency - Medical or surgical procedures, treatments, or services delivered after the sudden onset of what reasonably appears to be a medical condition with symptoms of sufficient severity, including severe pain, that the absence of immediate medical attention could reasonably be expected by a reasonable layperson to result in jeopardy to his/her health; serious impairment of bodily functions; serious dysfunction of any bodily organ or part; or disfigurement. (Initial treatment must be sought within 48 hours or as soon as reasonably possible of the accident or onset of symptoms to qualify as emergency care). Acute Medical Emergency care is available 24 hours per day, seven days a week.

The Plan will provide reimbursement when a Member, acting in good faith, obtains emergency Medical Care for what reasonably appears to the Member, acting as a reasonable layperson, to be an acute condition that requires immediate medical attention, even if the patient's condition is subsequently determined to be non-emergent.

No notification or **Prior Authorization** is required for Out-of-network (including out-of-state) Hospitals or treatment facilities for Medical Emergency services. Physician and other professional provider care received during the visit are subject to deductible and coinsurance, in addition to the Copayment listed for the facility services.

Coverage for trauma services and all other emergency services will continue at least until the Member is medically stable, does not require critical care, and can be safely transferred to another facility based on the judgment of the Attending Physician in consultation with Presbyterian Health Plan. Presbyterian Health Plan may request that the Member be transferred to a Hospital participating in its network, if the patient is stabilized and the transfer completed in accordance with federal law.

If your emergency treatment requires direct Admission to the Hospital, you are responsible for the Deductible, and Hospital Coinsurance. However, the Copayment and/or Coinsurance for the Emergency Room are waived.

## URGENT CARE

Urgent Care means Medically Necessary Health Care Services provided in emergencies, or after normal business hours for unforeseen conditions due to illness or injury that are not life threatening but require prompt medical attention. Examples of Urgent Care situations include, but are not limited to, sprains, high fever, minor cuts requiring stitches, and significant vomiting or diarrhea.

The Plan will reimburse for all Covered Services rendered that satisfy this definition, unless otherwise limited or excluded, if provided by a licensed Provider and/or an appropriate facility for treating urgent medical conditions. Members may contact Presbyterian Health Plan Customer Services Center for information regarding the closest In-network Provider facility that can provide Urgent Care.

For Urgent Care received by out-of-state, no notification is required. The Member will be responsible for charges **not Covered** by the Plan.

## ACUPUNCTURE SERVICES

Acupuncture treatment is a benefit only if performed by a licensed Physician, Doctor of Osteopathy, or Doctor of Oriental Medicine acting within the scope of his/her license.

Benefits for Acupuncture, including office calls and treatment are limited as specified in the *Schedule of Benefits*, in combination with chiropractic, Rolfing, and massage therapy services. In addition, for ancillary treatment modalities associated with Acupuncture services, other Plan limitations may apply.

## AMBULANCE SERVICES

**This Benefit has one or more exclusions as specified in the Exclusions section.**

Benefits are available for professional Ambulance Services if they are Medically Necessary to protect the life of the Member, and transportation is to the closest Hospital that can provide Covered Services appropriate to the Member's condition.

*Ambulance Service* means local transportation in a specially designed and equipped vehicle used only for transporting the sick and injured. Air ambulance is a benefit when Medically Necessary, such as for a high-risk Maternity or newborn transports to a tertiary care facility.

*A tertiary care facility* is a Hospital unit that provides:

- Complete perinatal care occurring in the period shortly before and after birth;
- Intensive care of intrapartum occurring during childbirth or delivery;
- Prenatal high-risk patients; and
- Provides for the coordination of transportation, communication, and data analysis systems for the geographic area served.

Highly specialized medical care usually over an extended period of time that involves advanced and complex procedures and treatments performed by medical specialists in state-of-the-art facilities.

If Medically Necessary ambulance transportation is required between medical facilities, the ambulance Deductible and/or Coinsurance is waived.

The ambulance Copayment or Deductible and Coinsurance is waived if transportation results in an Inpatient Hospital Admission.

There are no benefits when the ambulance transportation is primarily for the convenience of the Member, the Member's family, or the healthcare Provider. If use of an ambulance (air/ground) is determined not to be medically necessary, it can be denied. This includes, but is not limited to, use of an ambulance to transfer a patient to a lower level of care facility or their home.

## **AUTISM SPECTRUM DISORDER**

The diagnosis and treatment for Autism Spectrum Disorder is covered in accordance with the state mandate as follows:

1. Diagnosis for the presence of Autism Spectrum Disorder when performed during a well-child or well- baby screening; and/or
2. Treatment through speech therapy, occupational therapy, physical therapy and Applied Behavioral Analysis (ABA) to develop, maintain, restore and maximize the functioning of the individual, which may include services that are habilitative or rehabilitative in nature.

These services are only covered when a treatment plan is provided to Presbyterian Health Plan's Health services Department prior to services being obtained. The Health Services Department will review the treatment plans in accordance with the state mandate.

Autism Spectrum Disorder Services must be provided by participating Providers/Practitioners who are certified, registered or licensed to provide these services.

## BEHAVIORAL HEALTH AND ALCOHOLISM AND/OR SUBSTANCE USE DISORDER

**This Benefit has one or more exclusions as specified in the Exclusions section.**

To obtain benefits for Outpatient Services related to Behavioral Health and Alcoholism and/or Substance Use Disorder, it is not necessary to obtain **Prior Authorization**. However, all non-emergency services for Inpatient Behavioral Health and Alcoholism/Substance Use Disorder require **Prior Authorization**. You can call the Presbyterian Health Plan Behavioral Health Department directly at **(505) 923-5470** or **1-800-453-4347** for more information. Emergencies that result in an inpatient admission for Behavioral health and/or Alcoholism /Substance Use Disorder also require **Prior Authorization**. Call Presbyterian Health Plan's Behavioral Health Department at **(505) 923-5470** or **1-800-453-4347** at by the end of the next business day, or as soon as possible, to obtain **Prior Authorization**. If **Prior Authorization** is not obtained, benefits may be denied.

The following benefits and limitations are applicable for Behavioral Health and Alcoholism or Substance Use Disorder Services. In all cases, Behavioral Health treatment and Alcoholism and/or Substance Use Disorder treatment must be Medically Necessary in order to be covered. **Day/visit limitations** listed in the *Summary of Benefits* apply to the Alcoholism and/or Substance Use Disorder only.

Outpatient services are available from the following credentialed Providers:

- Medical Doctors, Board Eligible or Board Certified in Psychiatry (M.D.);
- Licensed Psychologists (L.P.);
- Licensed Independent Social Workers (L.I.S.W.);
- Licensed Clinical Mental Health Counselors (L.P.C.C.);
- Licensed Marriage and Family Therapists (L.M.F.T.);
- Clinical Nurse Specialists (C.N.S.); and
- Licensed Alcohol and Drug Abuse Counselors (L.A.D.A.C.) with Master's Degree in counseling or social work.

If you obtain services from an In-network Provider, they will request **Prior Authorizations** from Presbyterian Health Plan, when required.

## BEHAVIORAL HEALTH SERVICES

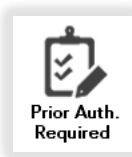
Inpatient Behavioral Health Services will be covered when performed by a licensed Provider. **Prior Authorization** by Presbyterian Health Plan's Behavioral Health Department is required prior to services being provided. Please call **(505) 923-5470** or **1-800-453-4347**.

If you obtain services from an In-network Provider, they will request **Prior Authorizations** from Presbyterian Health Plan, when required.

Presbyterian Customer Service Center: (505) 923-5600 or 1-888-275-7737

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**Partial hospitalization** can be substituted for the Inpatient Behavioral Health Services. Partial hospitalization is a non-residential Hospital-based day program attended by the Member at least **3 hours** a day but not more than **12 hours** in any **24-hour** period which includes various daily and weekly therapies. Two partial hospitalization days are equivalent to one day of Inpatient care. Inpatient Behavioral Health Services require **Prior Authorization** by Presbyterian Health Plan's Behavioral Health Department. If **Prior Authorization** is not obtained, the Member will be responsible for Copayments, Deductibles, and/or Coinsurance as listed in the *Summary of Benefits*.

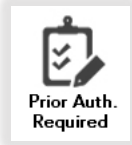
**Outpatient, non-Hospital based** short-term evaluative and therapeutic Behavioral Health Services will be provided based on medical necessity.

Coverage includes services for diagnostic tests, anesthetics, X-ray and laboratory examinations, and other care provided by a professional Provider, Hospital or Alcoholism treatment center.

Outpatient services also consist of treatment including; individual, group or family counseling, medication management and neuropsychological testing for Behavioral Health and/or Substance Use Disorder for most Behavioral Health diagnoses. In addition, therapies for marriage, family and relationship problems, physical and/or sexual abuse, and problems related to a mental disorder or medical condition are also a covered benefit.

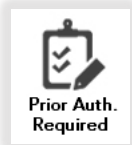
## ALCOHOL AND/OR SUBSTANCE USE DISORDER SERVICES

All non-emergency Inpatient services require **Prior Authorization** from Presbyterian Health Plan's Behavioral Health Department; failure to do so will result in benefits being reduced or denied.

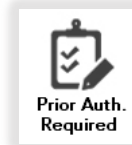


If you obtain services from an In-network Provider, they will request **Prior Authorizations** from Presbyterian Health Plan, when required.

**All non-emergency Inpatient** treatment in a Hospital or Substance Use Disorder treatment center requires **Prior Authorization** by Presbyterian Health Plan's Behavioral Health Department. If **Prior Authorization** is not obtained, the Member will be responsible for Copayments, Deductibles, and/or Coinsurance as listed in the *Summary of Benefits*.



**Partial hospitalization** can be substituted for Inpatient Alcoholism and/or Substance Use Disorder services. Partial hospitalization is a non-residential day program, attended by the Member at least **3 hours** a day but not more than **12 hours** in any **24-hour** period, based in a Hospital or treatment center that includes various daily and weekly therapies. Two partial hospitalization days are equivalent to one day of Inpatient care. Partial hospitalization services require **Prior Authorization** by



Presbyterian Health Plan's Behavioral Health Department. Failure to obtain **Prior Authorization** for services may result in a reduction in benefits (as listed on the *Summary of Benefits*) or a denial of benefit. Please refer to the *Summary of Benefits* for day limitations.

Outpatient, non-Hospital based intensive and standard Outpatient evaluative and therapeutic services for Alcoholism and/or Substance Use Disorder will be covered.

Intensive Outpatient Alcohol and/or Substance Use Disorder services are defined as visits lasting up to **nine hours** per week. Standard Outpatient therapy visits are defined as Outpatient visits lasting between 15 and 110 minutes.

Coverage includes services for diagnostic tests, anesthetics, X-ray and laboratory examinations, and other care provided by a professional Provider, Hospital.

Outpatient services also consist of treatment including; individual, group or family counseling, medication management and neuropsychological testing for Behavioral Health and/or Substance Use Disorder for most Behavioral Health diagnosis. In addition, therapies for marriage, family and relationship problems, physical and/or sexual abuse, and problems related to a mental disorder or medical condition are also covered.

## **BIOFEEDBACK**

Biofeedback is a benefit when prescribed for the following physical conditions only: chronic pain treatment, Raynaud's disease/phenomenon, tension headaches, migraines, urinary incontinence and craniomandibular joint (CMJ) or temporomandibular joint (TMJ) disorders. Biofeedback is a benefit only when provided by a Medical Doctor, a Doctor of Osteopathy, or a professional Psychologist.

Benefits for covered Biofeedback Services, including office calls, are limited to the conditions listed above.

## **CLINICAL TRIALS**

If you are a qualified individual participating in an approved Clinical Trial, you may receive coverage for certain routine patient care costs incurred in the trial.

A **qualified individual** is someone who is eligible to participate in an approved Clinical Trial according to the trial protocol with respect the treatment of cancer or another life-threatening disease or condition; and either (1) the referring health care professional is a participating provider and has concluded that participation in the clinical trial would be appropriate; or (2) the participant or beneficiary provides medical and scientific information establishing that the individual's participation would be appropriate.

An **approved Clinical Trial** is a phase I, phase II, phase III, or phase IV clinical trial that is conducted in relation to the prevention, detection, or treatment of cancer or another life-threatening disease or condition and is:

1. Conducted under an investigational new drug application reviewed by the Food and Drug Administration;
2. A drug trial that is exempt from having such an investigational new drug application; OR
3. Is approved or funded (which may include funding through in-kind contributions) by one or more of the following:
  - a. The National Institutes of Health;
  - b. The Centers for Disease Control and Prevention;
  - c. The Agency for Health Care Research and Quality;
  - d. The Centers for Medicare & Medicaid Services;
  - e. A cooperative group or center of any of the entities described in clauses (a) through (d) or the Department of Defense or the Department of Veterans Affairs;
  - f. A qualified non-governmental research entity identified in the guidelines issued by the National Institutes of Health for center support grants; OR
  - g. The Department of Veterans Affairs, the Department of Defense, or the Department of Energy, if the Secretary of Health and Human Services determines that the study has been reviewed and approved through a system of peer review that (i) is comparable to the system of peer review of studies and investigations used by the National Institutes of Health and (ii) assures unbiased review of the latest scientific standards by qualified individuals who have no interest in the outcome of the review.

**Routine patient care costs** that are covered are items or services that would be covered for a member or beneficiary who is not enrolled in a clinical trial. All applicable plan limitations for coverage of out-of-network care will still apply to routine patient costs in clinical trials.

Routine patient care costs **do not** include:

- The actual clinical trial or the investigational service itself;
- Cost of data collection and record keeping that would not be required but for the clinical trial; Items and services provided by the clinical trial sponsor without charge;
- Travel, lodging, and per diem expenses;
- A service that is clearly inconsistent with widely accepted and established standards for a particular diagnosis; and
- Any other services provided to clinical trial participants that are necessary only to satisfy the data collections needs of the clinical trial.

If the benefits for services provided in the trial are denied, you may contact the Superintendent of Insurance for an expedited appeal.

## **CARDIAC/PULMONARY REHABILITATION**

Benefits are available for Outpatient cardiac and/or pulmonary rehabilitation programs.

## **CHEMOTHERAPY/DIALYSIS/RADIATION THERAPY**

Benefits are available for the following Inpatient or Outpatient therapeutic services:

- Treatment of malignant disease by standard chemotherapy;
- Treatment for removal of waste materials from the body; including renal dialysis, hemodialysis, or peritoneal dialysis, the cost of equipment rentals and supplies; and
- Treatment of disease by X-ray, radium, or radioactive isotopes.

## **CHIROPRACTIC SERVICES**

Services administered by a Chiropractor on an Outpatient basis are a benefit if necessary, for treatment of an illness or Accidental Injury. **No** chiropractic benefits are paid for Maintenance Therapy as determined by Presbyterian Health Plan.

Benefits are subject to a Calendar Year limit as shown in the *Summary of Benefits*, in combination with benefits for Acupuncture and massage therapy services. In addition, for ancillary treatment modalities associated with chiropractic services, other Plan limitations may apply.

## **COVID-19**

As a Presbyterian Health Plan Member, there will be no cost to you for anything related to COVID-19 screening, testing, medical treatment, or vaccination. You will not pay copays, deductibles or coinsurance for visits related to COVID-19, whether at a clinic, hospital or using remote care. If you are on a high deductible plan (HDHP), these services will also be provided to you at no cost.

## **DENTAL CARE AND MEDICAL CONDITIONS OF THE MOUTH AND JAW**

**This Benefit has one or more exclusions as specified in the Exclusions section.**

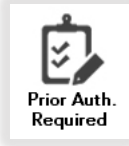
## **DENTAL ACCIDENTS**

Treatment for conditions that are the direct result of Accidental Injury to the jaw, sound natural teeth, mouth or face is a benefit. Benefits for covered services related to the Accidental Injury are subject to the same limitations, exclusions and member cost-sharing provisions that apply to emergency room or urgent care treatment, or to other similar services when not dental-related

(e.g., X-rays, medical supplies, surgical services). Injury because of chewing, biting, or malocclusion is **not** considered an Accidental Injury.

*Sound natural teeth* are teeth that are whole or properly restored by amalgams, without impairment, periodontal or other conditions, and not in need of treatment for any reason other than the Accidental Injury. Teeth with crowns or restorations (including dental implants) are not considered sound natural teeth.

To be covered, *initial* treatment for the injury must be sought within **72 hours** of the accident and any services required after the initial treatment must be associated with the initial accident to be covered. All covered treatments for dental trauma must be completed within one year of the specific traumatic injury, and all services subsequent to the initial treatment require **Prior Authorization** by Presbyterian Health Plan.



If craniomandibular joint (CMJ) or temporomandibular joint (TMJ) disorders are a result of trauma such as a bodily injury or blow caused solely through external, violent, and unforeseen means, benefits are available for diagnostic examination, X-rays, medications, physical therapy, dental splints, Acupuncture, orthodontic appliances and treatment, crowns, bridges, and dentures. Trauma does not include injury because of biting, chewing, or malocclusion.

When alternative dental or surgical procedures or Prosthetic Devices are available, the dental accident benefit allowance is based upon the least costly procedure or Prosthetic Device. (Dental prostheses may include the placement of dental implants to restore the area of trauma only if it is determined to be the most cost-effective restoration to normal form and function).

## HOSPITALIZATION FOR DENTAL CARE

Benefits are paid for an Ambulatory Surgery Facility or Hospital Outpatient service for dental procedures **only** if the patient has a non-dental, physical condition that makes hospitalization Medically Necessary. The Dentist's services for the procedure may **not be covered**, if determined to be primarily dental in nature and unrelated to the treatment of dental trauma.

Pediatric anesthesia in a day surgical unit may be a covered benefit for pediatric dental procedures if found to be Medically Necessary. The dental procedure itself is **not a Covered Service** unless conditions for trauma or oral Surgery are met.

## ORAL SURGERY AND TMJ TREATMENT

Oral dental Surgery benefits are available for cutting procedures for diseases, such as, but not limited to:

- The removal or biopsy of tumors and cysts of the jaws, cheeks, lips, tongue, roof, and floor of mouth when pathological examination is required;
- The removal of teeth required due to a side effect from radiation or chemotherapy treatment, before radiation therapy of a cancerous area, or Medically Necessary due to

damage from medical treatment (such as prolonged, Medically Necessary use of certain oral medications);

- The external or intraoral cutting and draining of cellulitis (inflammation) that extends beyond the dental space;
- The surgical correction of prognathism with handicapping malocclusion, a marked projection of the lower jaw that interferes with chewing;
- The removal of bony growths on the jaws and hard palate, unless done in preparation of the mouth for dentures;
- The incision of accessory sinuses, salivary glands, or ducts;
- The reduction of dislocations such as TMJ Surgery; and
- Lingual frenectomy.

Oral Surgery procedures that are Covered by your dental carrier's coverage are provided *only* if a Covered Service under this Plan. Benefits are payable based upon the Coordination of Benefits (COB) requirements set forth in Section 7 of this *Member Benefit Booklet*.

Benefits are also available for the treatment of craniomandibular joint (CMJ) or temporomandibular joint (TMJ) disorders to include surgical and non-surgical treatment including diagnostic examination, X-rays, medications, physical therapy, dental splints, and Acupuncture. Benefits do **not** include orthodontic appliances and treatment, crowns, bridges, or dentures unless the disorder is trauma related. For treatment due to an Accidental Injury, see "Dental Accidents" in this Section.

Nonstandard diagnostic, therapeutic, and surgical treatments of Temporomandibular Joint Disorder (TMJ) are **not** benefits under any circumstances. Periodontal Surgery and removal of impacted wisdom teeth are also **not** Covered Services.

## DIABETES SERVICES

**This Benefit has one or more exclusions as specified in the Exclusions section.**

Covered Benefits are provided if you have insulin dependent (Type I) diabetes, non-insulin dependent (Type 2) diabetes, and elevated blood glucose levels induced by pregnancy (gestational diabetes). We will guarantee Coverage for the equipment, appliances, Prescription Drug/Medications, insulin or supplies that meet the United States Food and Drug Administration (FDA) approval, and are the medically accepted standards for diabetes treatment, supplies and education.

## DIABETES EDUCATION

Diabetes education is a covered benefit by referral and includes coverage for any Provider rendering education or instructional services for diabetes. The Copayment applies to the professional Provider's services **only**.

- Type I Diabetes - For all Members, **up to six visits** to normalize glucose within two months of diagnosis; thereafter, up to one visit per month as needed to maintain control

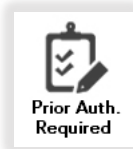
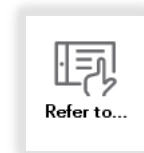
of diabetes. For Members over 18 years of age, **up to four visits per year limit** for maintaining control.

- Type II Diabetes - **Up to four visits** for initial education, plus if insulin is initiated, **up to three visits** for insulin start up and management; thereafter, up to **four follow up visits** per Calendar Year.
- Diabetes Occurring Only During Pregnancy (“Gestational Diabetes”) - **One initial visit**; thereafter, **two follow up visits per month**. In addition, **one visit within six months** following delivery for conception counseling for patients planning additional children.
- Hypoglycemia and Glucose Intolerance - **Up to three visits** to provide necessary nutritional counseling to delay or prevent onset of diabetes.
- Insulin Pump Training - **One initial session** and **one follow up session**.
- Additional visits - include following a Provider diagnosis that represents a significant change in the patient’s symptoms or condition that warrants changes in the patient’s self-management; or visits when re-education or refresher training is prescribed by a health care Provider with prescribing authority.

## DIABETES SUPPLIES AND SERVICES

Diabetes supplies and services when prescribed by the Member’s Attending Provider (also refer to your Prescription Drug benefits through Express Scripts or by calling **1-800-501-0987**) the following equipment, supplies, appliances, and services are available from a Durable Medical Equipment supplier and are covered for Members with diabetes:

- Standard blood glucose monitors;
- Specialized blood glucose monitors (including those for the legally blind);
- Test strips for blood glucose monitors;
- Visual reading urine and ketone strips;
- Lancets and lancet devices;
- Insulin (covered under your prescription drug benefits through Express Scripts);
- Injection aids, including those adaptable to meet the needs of the legally blind;
- Syringes;
- Glucagon emergency kits;
- Prescription oral agents for controlling blood sugar levels (covered under your prescription drug benefits through Express Scripts);
- Medically Necessary podiatric appliances for prevention and treatment of foot complications associated with diabetes, including therapeutic molded or depth-inlay shoes, functional orthotics, custom molded inserts, replacement inserts, preventive devices and shoe modifications for prevention and treatment when **Prior Authorization** is obtained from Presbyterian Health Plan; and
- Insulin pumps when Medically Necessary and prescribed by an endocrinologist.



Presbyterian Customer Service Center: (505) 923-5600 or 1-888-275-7737

In-network Providers will request **Prior Authorizations** from Presbyterian Health Plan, when required.

## DIABETIC SUPPLIES AND EQUIPMENT- PREGNANCY RELATED

The following supplies and equipment are covered for diabetic Members and Members with elevated blood glucose levels due to pregnancy, not to exceed a one-month supply purchased during any 34-day period:

- Autolet, lancets, and lancet devices;
- Insulin pump supplies;
- Blood glucose and visual reading urine and ketone test strips;
- Injection aids, including those adaptable to meet the needs of the legally blind; and
- Syringes and needles.



**Note:** The above items are also available through your Prescription Drug Coverage. Contact Express Scripts at **1-800-501-0987** for more information, if you purchase your diabetic supplies through a pharmacy.

The following equipment is also Covered for diabetic Members and individuals with elevated blood glucose levels due to pregnancy:

- Insulin pumps if Medically Necessary;
- Medically Necessary podiatric appliances for prevention and treatment of foot complications associated with diabetes, including therapeutic molded or depth-inlay shoes, functional orthotics, custom molded inserts, replacement inserts, preventive devices, and shoe modifications;
- Glucagon emergency kits; and
- Blood glucose monitors, including those for the legally blind.

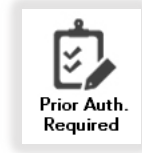
## DIAGNOSTIC SERVICES

**This Benefit has one or more exclusions as specified in the Exclusions section.**

Diagnostic Services including laboratory tests and X-rays to detect a known or suspected illness or Accidental Injury are covered if ordered by a Provider, including:

- Radiology, ultrasound, and nuclear medicine;
- Laboratory and pathology;
- Prenatal genetic testing unless it is determined to be Investigational;
- Chromosome analysis, including karyotyping and molecular cytogenetic testing (may require **Prior Authorization**);
- EKG, EEG, and other electronic diagnostic medical procedures;

- Magnetic Resonance Imaging (MRI) – may require **Prior Authorization**;
- Computed Axial Tomography (CAT/CT) – may require **Prior Authorization**;
- Positron Emissions Tomography (PET) scans (require **Prior Authorization**);
- Home/Sleep disorders; and
- Allergy testing.



Unless otherwise noted, **Prior Authorization** is not required for the Diagnostic Services listed above.

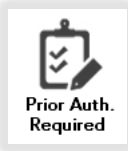
## **DURABLE MEDICAL EQUIPMENT AND EQUIPMENT AND APPLIANCES, HEARING AIDS, MEDICAL SUPPLIES, ORTHOTICS, AND PROSTHETICS**

**This Benefit has one or more exclusions as specified in the Exclusions section.**

Benefits are available for the following items and supplies, when determined to be Medically Necessary:

- The rental or, at the option of Presbyterian Health Plan, the purchase of Durable Medical Equipment when prescribed by a Provider or other professional Provider and required for therapeutic use, including Wheelchairs, Hospital beds, crutches, and other necessary Durable Medical Equipment;
- Purchase, fitting and necessary adjustments of Prosthetic Devices and supplies that replace all or part of the function of a permanently inoperative or malfunctioning body extremity;
- Prosthetic eyes and prosthodontic appliances;
- Breast Prosthetics when required as the result of a mastectomy;
- Orthotic (a rigid or semi-rigid supportive device) or Orthopedic Appliance (Prefabricated) that supports or eliminates motion of a weak or diseased body part. This does not include foot orthotics, functional or otherwise;
- Custom-fabricated knee-ankle-foot orthoses and/or knee-ankle-foot orthoses (AFO and/or KAFO);
- Contact lenses for aphakia (those with no lens in the eye) or keratoconus;
- Sclera shells (white supporting tissue of eyeball);
- Initially, either one set of prescription eyeglasses or one set of contact lenses (whichever is appropriate for your medical needs) when necessary to replace lenses absent at birth or lost through cataract or other intra-ocular Surgery or ocular injury and prescribed by a Provider as the only treatment available for keratoconus. The following guidelines apply to eyeglasses provided under this benefit:
  - Only standard frames are Covered. Deluxe frames are not covered.
  - Ultraviolet (UV) protection is Covered.

- Anti-reflective coating, tints, or oversize lenses are Covered only when they are medically necessary for the individual patient and medical necessity is documented by your treating physician.
- Bifocal lenses in frames or lenses in frames for far vision and lenses in frames for near vision are Covered only when determined to be reasonable and customary.
- Tinted lenses, including photochromatic lenses, used as sunglasses, which are prescribed in addition to regular prosthetic lenses are **not Covered**.
- Scratch resistant coating, mirror coating, polarization and progressive lenses are **not Covered**.
- Lenses made of polycarbonate or other impact-resistant materials are Covered for a patient with functional vision in only one eye.
- Use of polycarbonate or similar material or high index glass or plastic for indications such as light weight or thinness are considered deluxe, and therefore, are **not Covered**.
- Eye glass cases are **not Covered**.
- Duplicates are **not Covered** and replacement is Covered only if a Physician or optometrist recommends a change in prescription due to the medical condition.
- Hearing aids (not subject to deductible and/or coinsurance) -
  - Hearing aids and the evaluation for the fitting of hearing aids are Covered for school aged children under 18 years old (or under 21 years of age if still attending high school) up to \$2,200 every 36 months “per hearing impaired ear”. This coverage includes fitting and dispensing services (and ear molds) as necessary to maintain optimal fit.
  - Benefits are limited for all other members to a maximum of \$500 in benefit payments during any three-year period. This benefit does not include coverage for a hearing test or any charge related to the fitting or prescribing of the hearing aid. **The three-year period is not based on a calendar year. The three-year period begins on the date you purchase your first hearing aid and ends three years later.** This benefit does include repair and replacement of hearing aids. **Note:** This benefit is available only to those who are not eligible for the “school aged” benefit listed in the previous paragraph;
- Stethoscopes and manual blood pressure cuffs that are prescribed by a provider. Automatic blood pressure cuffs or monitors are not covered unless the member is physically unable to use a manual cuff; and
- Repairs or replacement of Durable Medical Equipment, prostheses, and orthotics when Medically Necessary due to wear, change in the Member’s condition, or after the product’s normal life expectancy has been reached and when **Prior Authorization** is obtained from Presbyterian Health Plan prior to services being rendered.



Surgically implantable devices and prostheses are covered as follows:

- Surgically implanted Prosthetics or devices, including penile implants required as a result of illness or injury;
- Implantable mechanical devices such as cardiac pacemakers or defibrillators, insulin pumps, epidural pain pumps, and neurostimulators;
- Intra-ocular lenses;

- Cochlear implants (see “Surgery” for additional information about benefits available for cochlear implantation);
- Teflon®/Dacron® surgical grafts and meshes; and
- Artificial or porcine heart valves.

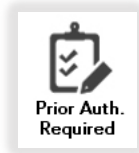
When alternative Prosthetic/Orthotic Devices are available, the allowance for a Prosthesis/Orthosis will be based upon the least costly item.

## MEDICAL SUPPLIES

The following medical supplies are covered, not to exceed a one-month supply purchased during any 30-day period:

- Colostomy bags, catheters;
- Gastrostomy tubes;
- Hollister supplies;
- Tracheostomy kits, masks;
- Lamb’s wool or sheepskin pads;
- Ace bandages, elastic supports;
- Mastectomy brassieres when required due to a mastectomy (Benefits are limited to two bras per Calendar Year);
- Support hose when prescribed by a Provider for the Medically Necessary treatment of varicose veins (Benefits are limited to six pairs of hose per Calendar Year); and
- Other supplies determined by Presbyterian Health Plan to be Medically Necessary and covered under the Plan.

### Prior Authorization from Presbyterian Health Plan is required for:



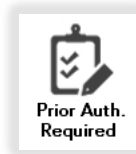
- Durable Medical Equipment, medical supplies (including enteral feeding tubes), orthopedics appliances, orthotics, and surgically implanted Prosthetics; and
- Any item costing \$500 or more in total charges dispensed in the physician’s office. (Total charges mean either the total purchase price of the item or total rental charges for the estimated period of use. Rental charges considered for benefit payment will not exceed the purchase price of a new unit).
- In-network Providers will request **Prior Authorization** for you.

For Durable Medical Equipment and supplies under the amount shown in the *Summary of Benefits*, **Prior Authorization** is not required. However, Medical Necessity must exist.

Benefits are **not** available for the following items:

- Deluxe equipment such as motor-driven wheelchairs, chair lifts, or beds, when standard equipment is available and adequate;
- Rental of Durable Medical Equipment if the patient is in a facility that provides such equipment;

- Cost of repairs that exceeds the rental price of another unit for the estimated period of need or that exceeds the purchase price of a new unit;
- Dental appliances including dentures;
- Equipment that is primarily non-medical such as heating pads, hot water bottles, water beds, Jacuzzi units, specialized clothing, hot tubs, or exercise equipment;
- Environmental control equipment such as air conditioners, dehumidifiers, or electronic air filters, regardless of the therapeutic value they may provide;
- Accommodative foot orthotics, which are used to accommodate the structural abnormalities of the foot by providing comfort, but not altering function;
- Functional foot orthotics including those for plantar fasciitis, pes planus (flat feet), heel spurs, and other conditions (as determined by Presbyterian Health Plan), except for Members with diabetes or other significant neuropathies;
- Orthopedic or corrective shoes, arch supports, shoe appliances, foot orthotics, and custom fitted braces or splints, except for Members with diabetes or other significant neuropathies when **Prior Authorization** is obtained from Presbyterian Health Plan prior to services being rendered;
- Custom-Fabricated Orthotics/Orthosis except for knee-ankle-foot Orthosis (AFO and/or KAFO); and
- Duplicate equipment is **not covered** under this Plan.



## FAMILY PLANNING AND RELATED SERVICES

Family planning services are covered for the following procedures:

- Injection of Depo-Provera for birth control purposes;
- Diaphragm, including fitting;
- Birth control devices, including surgical implantation and removal;
- Intrauterine devices (IUDs) or cervical caps, including fitting, insertion, and removal;
- Prenatal genetic counseling;
- Surgical sterilization procedures such as vasectomies and tubal ligations (if the tubal ligation is done during a delivery, only the Maternity Copayment applies. There will not be an additional Surgery Copayment); and
- RU486 administered by a Provider.

Oral contraceptives are covered under the prescription drug benefit through Express Scripts.

Only the following infertility-related treatment and testing services are covered (note that the following procedures only secondarily also treat infertility):

- Surgical treatments such as opening an obstructed fallopian tube, epididymis, or vas when the obstruction is not the result of a surgical sterilization; and
- Replacement of deficient, naturally occurring hormones if there is documented evidence of a deficiency of the hormone(s) being replaced.

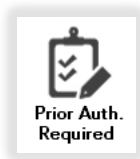
The above services are the only infertility-related treatments that will be considered for benefit payment. Infertility testing is covered only to diagnose the cause of infertility. Once the cause

has been established and the treatment determined to be non-covered, no further testing is covered. This Plan will also cover testing related to one of the covered treatments, listed above (such as lab tests to monitor hormone levels). However, daily ultrasounds to monitor ova maturation are **not covered** since the testing is being used to monitor a non-covered infertility treatment.

This Plan **does not cover** any services or charges for artificial conception including fertilization and/or growth of a fetus outside the mother's body in an artificial environment, such as artificial insemination, in-vitro ("test tube") or in-vivo fertilization, Gamete Intrafallopian Transfer/Zygote Intrafallopian Transfer (GIFT, ZIFT), all drugs, hormonal manipulation, or embryo transfer is **not a covered benefit**. **Any artificial conception method not specifically listed is also excluded.**

## GENETIC INBORN ERRORS OF METABOLISM DISORDERS (IEM)

Coverage is provided for diagnosing, monitoring, and controlling of disorders of Genetic Inborn Errors of Metabolism (IEM) where there are standard methods of treatment, when Medically Necessary and subject to the Limitations and Exclusions Section, and **Prior Authorization** Section requirements listed in the *Member Benefit Booklet*. Medical services provided by licensed healthcare professionals, including providers, dietitians and nutritionists, with specific training in managing Members diagnosed with Genetic Inborn Errors of Metabolism (IEM) are Covered. Covered



Services include:

- Nutritional and medical assessment;
- Clinical services;
- Biochemical analysis;
- Medical supplies;
- Prescription Drugs
- Corrective lenses for conditions related to Genetic Inborn Errors of Metabolism (IEM);
- Nutritional management; and
- Special Medical Foods used in treatment to compensate for the metabolic abnormality and to maintain adequate nutritional status when **Prior Authorization** is obtained from Presbyterian Health Plan's pharmacy department.

Special Medical Foods are Covered when prescribed by a Physician for treatment of Genetic Errors of Metabolism, and the Member is under the Physician's ongoing care. Special Medical Foods are not for use by the general public and may not be available in stores or supermarkets. Special Medical Foods are not those foods included in a healthy diet intended to decrease the risk of disease, such as reduced-fat foods, low sodium foods, or weight loss products.

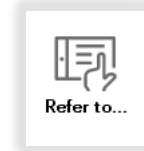
**For prescription drug and special medical foods coverage, contact Express Scripts.**

### Exclusions:

- Food substitutes for lactose intolerance including soy foods or formulas or other over the counter digestive aids,

- Organic foods,
- Ordinary foodstuffs that might be part of an exclusionary diet,
- Food substitutes that do not qualify as Special Medical Foods,
- Any product that does not require a Physician's prescription,
- Special Medical Foods for conditions that are not present at birth,
- Food items purchased at a health food, vitamin or similar store,
- Foods purchased on the Internet, and
- Special Medical Foods for conditions including, but not limited to: diabetes mellitus, hypertension, hyperlipidemia, obesity, and allergies to food products.

Please refer to your *Summary of Benefits* for applicable office visit, Inpatient Hospital, Outpatient facility, and other related Copayments.



If you obtain services from an In-network Provider, they will request **Prior Authorizations** from Presbyterian Health Plan, when required.

## HABILITATIVE

### AUTISM SPECTRUM DISORDER

The diagnosis and treatment for Autism Spectrum Disorder is covered in accordance with the state mandate as follows:

1. Diagnosis for the presence of Autism Spectrum Disorder when performed during a well-child or well-baby screening; and/or
2. Treatment through speech therapy, occupational therapy, physical therapy and Applied Behavioral Analysis (ABA) to develop, maintain, restore and maximize the functioning of the individual, which may include services that are habilitative or rehabilitative in nature.

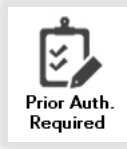
These services are only covered when a treatment plan is provided to Presbyterian Health Plan's Health services Department prior to services being obtained. The Health Services Department will review the treatment plans in accordance with the state mandate.

Autism Spectrum Disorder Services must be provided by participating Providers/Practitioners who are certified, registered or licensed to provide these services.

## HOME HEALTH CARE

If a Member needs health care at home, benefits are available for services provided by a Home Health Agency. This benefit provides Skilled Nursing services when ordered by a Provider and administered in the home on an intermittent basis. A visit is one period of home health service of

up to four hours. This benefit conserves Hospital beds for acutely ill patients and reduces the cost of health care.



Before the Member receives home health care, the treating Provider or Home Health Agency must request **Prior Authorization** from Presbyterian Health Plan. In-network Providers request **Prior Authorization** for you. The following Home Health Care Services **are covered**:

- Skilled Nursing Care by a Registered Nurse (RN) or Licensed Practical Nurse (LPN);
- Physical, occupational, or respiratory/inhalation therapy, by licensed or certified therapists, and speech therapy provided by an American Speech and Hearing Association certified therapist;
- Skilled services by a qualified aide to do such things as change dressings, check blood pressure, pulse, and temperature;
- Medical supplies, drugs, and laboratory services that would have been provided by a Hospital had the Member been hospitalized;
- Provider home visits;
- Home Intravenous services; and
- Enteral feeding equipment and food.

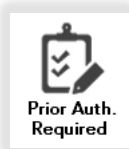
There are **no** home health care benefits provided for care that:

- Is provided primarily for the convenience of the Member or the Member's family;
- Consists mostly of bathing, feeding, exercising, preparing meals, homemaking, moving the patient, giving medications, or acting as a sitter; or
- Is provided by a nurse who ordinarily resides in the Member's home or is a Member of the patient's immediate family.

## HOSPICE CARE

**This Benefit has one or more exclusions as specified in the Exclusions section.**

Hospice benefits are available for Covered Services provided by an approved Hospice agency, or Hospital or other facility by or on behalf of a Hospice agency and received during a Hospice benefit period.



Before the Member receives Hospice care, the treating Provider or Hospice agency must request **Prior Authorization** in writing from Presbyterian Health Plan. **Prior Authorization** requires a written treatment program approved by the treating Provider. In-network Providers request **Prior Authorization** for you.

The Hospice benefit period must begin while the patient is covered for these benefits, and coverage must be continued throughout the benefit period. The benefit period is defined as beginning on the date the treating Provider certified that the patient is Terminally Ill with a life

expectancy of six months or less, ending six months after it began or upon the death of the patient, if sooner.

If the patient requires an extension of the benefit period, the Hospice agency must provide a new treatment plan and the treating Provider must re-certify the patient's condition to Presbyterian Health Plan. No more than one additional Hospice benefit will be approved.

Benefits are available **only** for, or on behalf of, an approved Hospice agency. An approved Hospice agency must be:

- Licensed when required;
- Medicare-certified as a Hospice agency; or
- Accredited by the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) as a Hospice agency.

The following services **are covered** under this Hospice benefit:

- Inpatient Hospice care;
- Hospice care Provider benefits;
- Skilled Nursing Care by a Registered Nurse (RN) or Licensed Practical Nurse (LPN);
- Home health care by a home health aide;
- Physical therapy, speech therapy, or occupational therapy;
- Medical supplies; and
- Drugs and medications for the Terminally Ill Patient.

In addition to the Hospice services listed above, you have coverage for:

- Services of a medical social worker (MA or MSW) for patient or family counseling, to include bereavement counseling limited to three visits; and
- Respite care for a period not to exceed ten continuous days. No more than two respite care stays are available during a six-month Hospice benefit period. *Respite care* provides a brief break from total care given by the family.

Hospice benefits are **not** available for the following services:

- Food, housing, or delivered meals;
- Medical transportation;
- Comfort items;
- Homemaker and housekeeping services;
- Private duty nursing; and
- Pastoral and spiritual counseling.

The following services are **not** benefits under Hospice but may be covered elsewhere under this *Member Benefit Booklet*, subject to applicable Copayment and Coinsurance provisions:

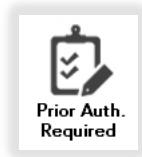
- Acute Inpatient Hospital care for curative services;
- Durable Medical Equipment;
- Non-Hospice care Provider visits; and

- Ambulance Services.

## HOSPITAL INPATIENT SERVICES

When a Member receives acute Inpatient medical/surgical or pregnancy related Hospital care, benefits are available for covered room and board and other covered Hospital services. **Prior Authorization** is required from Presbyterian Health Plan prior to being admitted (unless it is an emergency). In-network Providers request **Prior Authorizations** for you.

Benefits are available for a non-private room with two or more beds. Private room charges are a covered benefit only when Medically Necessary and when the private room is ordered by the admitting Provider and **Prior Authorization** is obtained from Presbyterian Health Plan. If the Member requests a private room or the private room is not Medically Necessary, Presbyterian Health Plan bases payment on the Hospital's average non-private room rate and the Member is responsible for the balance. The balance you pay does not apply to the Out-of-pocket Maximum.



Benefits are available for other room accommodations or Special Care Units such as:

- Intensive Care Unit (ICU);
- Cardiac Care Unit (CCU);
- Sub-Intensive Care Unit; and
- Isolation Room.

If you are re-admitted to a facility (or transferred to a Rehabilitation Hospital or Skilled Nursing Facility) within **15 days** of discharge from an Inpatient facility that was treating you for the same condition, the Copayment for the re-Admission (or transfer) is waived.

## BLOOD

**This Benefit has one or more exclusions as specified in the Exclusions section.**

Benefits are available for blood transfusions, blood plasma, blood plasma expanders, and the charges for directed donor or autologous blood storage fees **if** the blood is to be used during a procedure that has been scheduled for that Member.

## PHYSICAL REHABILITATION – INPATIENT

Benefits are available for Inpatient rehabilitation services that are Medically Necessary to restore and improve lost functions following illness or Accidental Injury and are provided in Presbyterian Health Plan authorized facilities.

Hospitalization for rehabilitation must begin within one year after the onset of the condition and while the Member is covered under this Plan. Inpatient rehabilitation treatment must be Medically Necessary and **not** for personal convenience.

There are **no** benefits for Maintenance Therapy or care provided after the patient has reached his/her rehabilitative potential. In the case of a dispute about whether the patient's rehabilitative potential has been reached, the patient is responsible for furnishing documentation from the treating Provider supporting that the patient's rehabilitative potential has not been reached.

## MASSAGE THERAPY

Only services administered by a licensed Physical Therapist, Licensed Massage Therapist, a Medical Doctor, a Doctor of Osteopathy, a Doctor of Oriental Medicine, or a Chiropractor operating under the scope of their license on an Outpatient basis are a covered benefit if necessary, for treatment of an illness or Accidental Injury. **No** benefits are paid for Maintenance Therapy. Benefits are subject to a Calendar Year limit as shown in the *Summary of Benefits* in combination with benefits for Acupuncture and chiropractic services and Rolwing.

## MATERNITY AND NEWBORN CARE

Benefits include complete prenatal care, pregnancy related diagnostic tests, prescription drugs, visits to an obstetrician, Certified Nurse-Midwife, or Licensed Midwife, and childbirth in a Hospital or in a licensed Birthing Center staffed by a Certified Nurse-Midwife or Provider. Benefits are available for delivery at home by a Certified Nurse-Midwife or a licensed midwife. Lay midwife deliveries are **not a Covered Service**.

Deliveries by cesarean section, ectopic pregnancies, other pregnancy complications, such as miscarriage, and therapeutic or elective abortions are also Covered.

If Maternity benefits change during a pregnancy, the Member receives the benefits in effect on the day the service is received.



**Note:** To add coverage for your newborn child, you must submit an Application for your child as a Dependent before or within **31 days** of birth. If enrolled within **31 days** of birth, the baby is then covered from the moment of birth. No pre-existing condition limitation applies.

However, if you do not apply for your newborn child within **31 days** of birth, you must wait until the next open or switch enrollment under the late applicant provisions. No pre-existing condition limitation applies.

If the baby is enrolled within **31 days**, the Plan pays benefits for your baby's services, including newborn visits in the Hospital by the baby's Physician, circumcision, incubator, and routine Hospital nursery charges. If your baby needs special care including diagnostic tests and Surgery, the Plan pays benefits for that care as well.

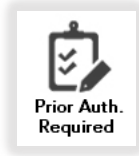
A separate Deductible and Inpatient Copay applies for your newborn only when the infant's Inpatient stay exceeds the mother's date of discharge. Additional services above and beyond

routine newborn care are not subject to an additional Deductible/Copay if the infant is discharged on the same day or before the mother is discharged from the Hospital.

If your newborn stays in the Hospital longer than the mother, you must notify Presbyterian Health Plan Health Services by calling toll free **1-800-923-5757** before the mother is discharged from the Hospital to coordinate the baby's care. The baby's services will be subject to a separate deductible, coinsurance, copay and out-of-pocket limit.

## NEWBORN AND MOTHERS HEALTH PROTECTION ACT

Group health plans and health insurance issuers offering group insurance coverage generally may not, under Federal law, restrict benefits for any Hospital length of stay in connection with childbirth for the mother or newborn child to less than **48 hours** following a normal vaginal delivery, or less than **96 hours** following a cesarean section. Plans and insurance issuers may not require that a Provider obtain **Prior Authorization** from the Plan or the insurance issuer for prescribing a length of stay not in excess of the above periods.



## PROVIDER SERVICES

Please refer to the *Summary of Benefits* for applicable Copayments, Deductible and Coinsurance for the following services.

## ALLERGY SERVICES

Benefits are available for direct skin (percutaneous and intradermal) and patch allergy tests and radioallergosorbent testing (RAST).

## CHRONIC PAIN TREATMENT

Chronic pain treatment is a benefit when used for palliative care administered by a licensed Provider only.

## CONTRACEPTIVE DEVICES

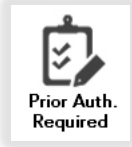
Benefits are available for contraceptive devices that require a prescription by a Provider including:

- IUDs;
- Diaphragms, and
- Other implantable devices

If you must obtain the IUD, or a diaphragm from a pharmacy, you will have to pay for the item and then file a claim to the Presbyterian Health Plan. All other contraceptive devices that do not require a prescription are not a benefit. For oral contraceptive prescription drug benefits, see the Express Scripts benefits booklet or call them at **1-800-501-0987**.

## INJECTABLE DRUGS

U.S. Food and Drug Administration (FDA) approved therapeutic injections administered in a Provider's office are covered. However, certain injectable drugs (such as growth hormone and interferon alfa-2) are covered only when **Prior Authorization** is



received from Presbyterian Health Plan. Your Presbyterian Health Plan In-network Provider has a list of those injectable drugs (over \$100) that require **Prior Authorization**. In-network Providers request **Prior Authorizations** for you. If you

need a copy of the list, contact one of our Presbyterian Customer Service Center representatives, Monday through Friday 7 a.m. to 6 p.m. at **(505) 923-5600** or **1-888-275-7737**. TTY users may call 711.

Presbyterian Health Plan reserves the right to exclude any injectable drug currently being used by a Member that is not specifically listed as covered. Proposed new uses for injectable drugs previously approved by the FDA will be evaluated on a medication-by-medication basis. Call a Presbyterian Health Plan Health Services representative if you have any questions about this policy.

## INPATIENT PROVIDER VISITS AND CONSULTATIONS

Attending Provider visits and consultations in the Hospital are benefits during a covered Admission.

## OFFICE VISITS

Benefits are available as outlined in the *Summary of Benefits*.

## PHP VIDEO VISITS

Provided online between a designated Provider and patient about non-urgent healthcare matters. Benefits are available In-network **ONLY**, when utilizing the Presbyterian Health Plan myPRES dashboard. Offered at \$0 copayment on this plan, this convenient option offers a way to see a medical provider for nonemergency medical conditions via secure video through a smartphone, tablet or computer webcam. For more information, visit **[www.phs.org/videovisits](http://www.phs.org/videovisits)**.

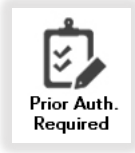
## TELEHEALTH

Appointments through video or telephone are with a network provider, including Presbyterian Medical Group providers. They require most members to pay a normal copayment or cost sharing, just like with an in-person visit.

## WEIGHT MANAGEMENT AND NUTRITIONAL COUNSELING

Weight loss management, obesity treatment, and nutritional counseling are not benefits unless dietary advice and exercise are provided by a Provider, licensed nutritionist, or registered

dietician. Weight loss management, obesity treatment, and nutritional counseling must be prescribed by a licensed Provider and are a benefit only when Medically Necessary and for a body mass index (BMI - weight in kilograms divided by height in meters squared) of 40 or more. Weight loss medications require Pre-Approval by Express Scripts, the company that supplies pharmacy services for NMRHCA Members. Express Scripts can be reached at **1-800-501-0987**.



Some Medical services associated with obesity treatment require **Prior Authorization**. If you access care through an In-network Provider, they will obtain **Prior Authorization** when necessary. Also, see Morbid Obesity.

## SECOND OPINIONS

Second opinions are a covered benefit. If a member or Provider requests a second opinion, the applicable office visit Copayment or Deductible and/or Coinsurance will apply. Presbyterian Health Plan may require a second opinion when questions arise as to the medical appropriateness of a diagnosis or the appropriateness of medical and/or surgical services. In this case, the Copayment, Deductible or Coinsurance will not be charged to the member. Presbyterian Health Plan will select the provider for the second opinion.

## PREVENTIVE SERVICES

Preventive care services are those Professional services rendered for the early detection of asymptomatic illnesses or abnormalities and to prevent illness or other conditions.

Benefit payments for services listed in this Section are not subject to Copayments for care obtained from In-network Providers. If the services listed in this Section are obtained from an Out-of-network Provider, **only** applicable Coinsurance applies (Deductible is waived). The services listed below, including the diagnosis of osteoporosis, are covered.

## PREVENTIVE HEALTH SERVICES FOR WOMEN

With respect to women, evidence-informed preventive care and screenings provided for the comprehensive guidelines supported by the Health Resources and Services Administration (HRSA). Key preventive care includes but is not limited to:

- Well-woman visits to include adult and female-specific screenings and preventive benefits.
- Breastfeeding comprehensive support, supplies and counseling from trained providers, as well as access to breastfeeding supplies, for pregnant and nursing women are covered for **one year** after delivery.
- Cervical cancer screening for women ages **21 to 65 years** old.

- Chlamydia and gonorrhea screenings for sexually active women age **24 years** or younger and for older women at increased risk for infection.
- Contraception: Food and Drug Administration-approved contraceptive methods, sterilization procedures, and patient education and counseling, not including abortifacient drugs. Coverage for contraception is not subject to cost-sharing, utilization review, **prior authorization**, step-therapy requirements, or any other restrictions or delays on coverage.
  - Methods of preferred generic oral contraceptives, injectable contraceptives or contraceptive devices. For a complete list of these preferred products, please see the Presbyterian Pharmacy website at [http://docs.phs.org/idc/groups/public/documents/communication/pel\\_00199170.pdf](http://docs.phs.org/idc/groups/public/documents/communication/pel_00199170.pdf)
  - Coverage of a six-month supply of contraceptives at one time, provided that the contraceptives are prescribed and self-administered.
- Counseling for HIV, sexually transmitted infections (STIs) and domestic violence and abuse. Counseling interventions for pregnant and postpartum persons who are at an increased risk of perinatal depression.
- Domestic and interpersonal violence screening and counseling for all women.
- Gestational diabetes screening for women **24 to 28 weeks** pregnant and those at high risk of developing gestational diabetes.
- Human Immunodeficiency Virus (HIV) screening and counseling for sexually active and pregnant women. For pregnant women, the screening will be covered at any point of the pregnancy, even those who present in labor with an unknown status
- Human Papillomavirus (HPV) DNA Test: high risk HPV DNA testing every **three years** for women with normal cytology results who are **30 or older**.
- HPV Vaccine coverage for the HPV as approved by the United States Food and Drug Administration (FDA) and in accordance with all applicable federal and state requirements and the guidelines established by the Advisory Committee on Immunization Practices (ACIP).
- Preeclampsia screening in pregnant women throughout pregnancy.
- Screenings and Counseling for pregnant women including screenings for anemia, bacteriuria, Hepatitis B, and Rh incompatibility and breastfeeding counseling.
- Sterilization services for women only. Other services during procedure are subject to copayment, deductible and/or coinsurance as outlined in your *Schedule of Benefits*.

You can obtain additional information about Women's Preventive Services recommendations and guidelines on the HealthCare.gov website at **Preventive care benefits for women | HealthCare.gov**.

## CYTOLOGIC SCREENING (PAP SMEAR SCREENING)

Benefits are available to determine the presence of precancerous or cancerous conditions and other health problems in accordance with the national medical standards for women who are 18

years of age or older and for women who are at risk of cancer or at risk of other health conditions that can be identified through cytologic screening.

## **EVIDENCE-BASED ITEMS OR SERVICES**

Evidence-based items or services that have in effect a rating of A or B in the current recommendations of the United States Preventive Service Task Force (USPSTF) with respect to the individual involved.

Immunizations for routine use in children, and adolescents, and adults that have in effect a recommendation from the Advisory Committee on Immunization Practices of the Centers for Disease Control and Prevention (ACIP) with respect to the individual involved.

With respect to infants, children, and adolescents, evidence-informed preventive care and screening provided for the comprehensive guidelines supported by the Health Resources and Services Administration (HRSA).

## **HUMAN PAPILLOMAVIRUS (HPV) SCREENING**

HPV Vaccine Coverage for the Human Papillomavirus, as approved by the Food and Drug Administration, for females 9 to 26 years of age used for the prevention of Human Papillomavirus infection and cervical pre-cancers. In addition, the HPV vaccine is covered for other populations *in accordance with guidelines established by ACIP*.

## **HEALTH EDUCATION AND COUNSELING**

Health education and counseling services will be provided if recommended by your treating Provider and if consistent with Presbyterian Health Plan policy, including:

- If you are 20 years of age or older, you may receive an annual consultation to discuss lifestyle behaviors that promote health and well-being. Included in the consultation may be, but not limited to:
  - Smoking control.
  - Nutrition and diet recommendations.
  - Exercise plans.
  - Lower back protection.
  - Immunization practices.
  - Breast self-examination.
  - Testicular self-examination.
  - Use of seat-belts in motor vehicles.
  - Other preventive healthcare practices.
- If you are under age 20, educational materials or consultation to discuss lifestyle behaviors that promote health and well-being including, but not limited to:
  - The consequences of tobacco use.
  - Nutrition and diet recommendations.

- Exercise plans.
- As deemed appropriate by the Attending Provider or as requested by the parents or legal guardian for children under 18, educational information on alcohol and substance use disorder, sexually transmitted diseases and contraception.

**Diabetes self-management education programs are also covered when Medically Necessary.**

## **MAMMOGRAPHY COVERAGE**

The United States Preventive Services Task Force (USPSTF) recommendations are:

- Biennial screening mammography for women aged 50 to 74 years.
- The decision to start screening mammography in women prior to age 50 years should be an individual one.

## **PROSTATE EXAMS**

Benefits are available for certain prostate tests. Guidelines for prostate exams are:

- One screening every year for men 40 to 50 years of age who are at increased risk of developing prostate cancer; and
- One screening every year for men 50 years of age or older.

## **ROUTINE VISION SCREENING**

Routine vision screenings provided by licensed Providers to determine the need for vision correction are a Covered Service and are limited to screening only for Members through age 21. This does not include routine eye exams or refractions performed by eye care Specialists.

## **ROUTINE HEARING SCREENING**

Routine hearing screenings performed only by licensed Providers to determine the need for hearing correction are a benefit and are limited to screening only for Members through age 21. See additional coverage outlined later in this section under “Hearing Aids.”

## **ROUTINE IMMUNIZATIONS**

Routine immunizations are not subject to Copayments when provided by an In-network Provider, to include flu shots and other covered adult immunizations including pneumococcal vaccine, diphtheria/tetanus, meningitis, and hepatitis when clinically appropriate as determined by Presbyterian Health Plan. However, you will be responsible for the appropriate Coinsurance/Deductible if immunizations are obtained from an Out-of-network Provider. Immunizations for travel are not Covered. Immunizations for employment are not a covered benefit.

## ROUTINE PHYSICAL EXAMINATIONS

This benefit is not subject to an office visit Copayment when provided by an In-network Provider. It provides coverage for routine annual physical, breast, gynecological and pelvic examinations as well as periodic tests to determine blood hemoglobin, blood pressure and blood glucose level.

Additional services as recommended by the U.S. Preventive Services Task Force:

- Periodic blood cholesterol;
- Periodic stool examination for the presence of blood for adults **45** years of age or older;
- Periodic left-sided colon examination of 35 to 60 centimeters for Members **age 45** or older; and
- Periodic glaucoma eye tests for Members **age 35** or older.

Employment physicals, insurance examinations, examinations at the request of a third party for premarital; sports, camp, school physicals, international travel and/or other non-preventive services are **not covered**.

The Provider's itemized billing must clearly indicate that the office visit and tests were for preventive care, Well Child Care, or an annual physical to prevent claim payment being made less a Copayment or Deductible and Coinsurance.

## WELL-CHILD CARE

Coverage is provided in accordance with the schedule of well-child exams suggested by the United States Preventive Task Force, and the American Academy of Pediatrics/Bright Futures Guidelines.

The Health Resources and Services Administration (HRSA) Bright Futures Program aims to improve health outcomes for the infancies, children, and adolescents by increasing the quality of primary and preventive care through age specific recommendations found here:

[https://downloads.aap.org/AAP/PDF/periodicity\\_schedule.pdf](https://downloads.aap.org/AAP/PDF/periodicity_schedule.pdf).

## ROLFING

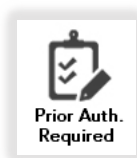
Rolfing is a covered benefit that is limited as outlined in the *Summary of Benefits*, in combination with Acupuncture, Chiropractic, and Massage Therapy. Rolfing must be provided by a certified Rolfer.

## SKILLED NURSING FACILITY

A Skilled Nursing Facility provides room and board and Skilled Nursing services for Medical Care and has one or more licensed nurses on duty at all times supervised on a **24-hour** basis by a Registered Nurse (RN) or a Provider, and the services of the Provider are available at all times

by an established agreement. The facility must also comply with the legal requirements that apply to its operation and keep daily medical records on all patients.

A Skilled Nursing Facility is not an institution, or part of one, used mainly for rest care, care of the aged, care of substance use disorder treatment, Custodial Care, or educational care.



**Prior Authorization** is required for Skilled Nursing Facility benefits. This benefit is limited as shown in the *Summary of Benefits*. In-network Providers request **Prior Authorizations** for you. Discuss the need for **Prior Authorizations** with your Provider before obtaining services.

## SMOKING CESSATION

Benefits are available for smoking cessation expenses. This benefit includes Acupuncture, hypnotherapy and other recognized smoking cessation programs that are covered through the medical portion of the Plan.

Smoking Cessation Counseling/Program means a program, including individual, group, or proactive telephone quit line, that:

- Is designed to build positive behavior change practices and provides for quitting Tobacco use, understanding nicotine addiction, various techniques for quitting Tobacco use and remaining Tobacco free, discussion of stages of change, overcoming the problems of quitting, including withdrawal symptoms, short-term goal setting, setting a quit date, relapse prevention information and follow up.
- Operates under a written program outline, that at a minimum includes an overview of service, service objectives and key topics covered, general teaching/learning strategies, clearly stated methods of assessing participant success, description of audio or visual materials that will be used, distribution plan for patient education material and method for verifying a Member's attendance.
- Employs counselors who have formal training and experience in Tobacco cessation programming and are active in relevant continuing education activities.
- Uses a formal evaluation process, including mechanisms for data collection and measuring participant rate and impact of the program.

In addition, benefits can be accessed through Express Scripts, your prescription drug Provider, and include Nicorette or any other drug containing nicotine or other tobacco/smoking deterrent medications. All prescription drug claims must be sent as separate claims to Express Scripts, your prescription drug Plan.

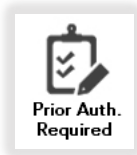
## SURGERY

Benefits are available for the following surgical services:

- Necessary anesthesia services by a qualified Provider;

- Sterilization, but **not** procedures to reverse voluntary sterilization;
- Services of a Provider who actively assists the operating surgeon in the performance of a covered Surgery when the procedure requires an assistant, but **not** services of a Provider who is on standby, or available should services be needed; and
- Second or third opinion consultants. The second opinion must be received within six months of when the procedure was recommended. The third opinion must be received within six months of the date the second opinion was given. The Provider giving the second or third opinion must not be the Provider who recommends or performs the Surgery and must practice in a different office than the Provider who recommends or performs the Surgery.

Cosmetic or plastic Surgery or reconstruction procedures, such as breast augmentation, dermabrasion, dermaplaning, excision of acne scarring, acne surgery (including cryotherapy), asymptomatic keloid/scar revision, micro phlebectomy, sclerotherapy (except when used for truncal veins), nasal rhinoplasty, rhinoplasty, surgical alteration of the eye, and surgical correction of prognathism, that Presbyterian Health Plan determines are not required to materially improve the physiological function of an organ or body part are **not** Covered Services.



Services for the reconstruction of surgically induced scars are not benefits under any circumstances. Also, most surgeries require a **Prior Authorization**. In-network Providers request **Prior Authorization** for you. Discuss the need for **Prior Authorization** with your Provider.

## CARDIAC SURGERY

Benefits are available for cardiac Surgery such as those for valve replacements or pacemakers.

## CATARACT SURGERY

Benefits are available for cataract Surgery. The initial placement of either one set of prescription eyeglasses or one set of contact lenses (whichever is appropriate for your medical needs) will be a covered service.

Contact lenses are also available when necessary to replace lenses absent at birth or lost through cataract or other intraocular Surgery or ocular injury or prescribed by a Provider as the only treatment available for keratoconus. Services must be Medically Necessary and further replacement is covered only if a Provider or optometrist recommends a change in prescription. Replacement due to wear, loss or damage is not a covered benefit.

## COCHLEAR IMPLANTS

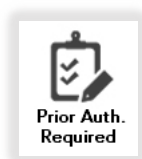
Cochlear implantation of a hearing device (such as an electromagnetic bone conductor) to facilitate communication for the profoundly hearing impaired, including training to use the device, is covered.

## CONGENITAL ANOMALIES

Benefits are available for the surgical correction of functional anomalies present from birth. There are **no** benefits for cosmetic procedures or procedures that are **not** Medically Necessary.

## MORBID OBESITY

Benefits are available for surgical treatment of morbid obesity (bariatric Surgery) **only** when prescribed by a licensed Provider, when Medically Necessary, and with a body mass index (BMI - weight in kilograms divided by height in meters squared) of 35 or more.



**Prior Authorization** may be required from Presbyterian Health Plan prior to services being rendered. If you access care through an In-network Provider, they will obtain **Prior Authorization**, when necessary. Also, see Weight Management.

## ORAL SURGERY

See “Dental Care and Medical Condition of the Mouth and Jaw” in this section.

## OUTPATIENT SURGERY

Benefits are available for Medically Necessary surgical procedures performed in an Outpatient setting (there is no Hospital Admission).

## RECONSTRUCTIVE SURGERY

Benefits are available for certain types of reconstructive Surgery needed to restore or correct the function of a body part damaged by illness or Accidental Injury.

Reconstructive Surgery that is required because of an Accidental Injury or breast reconstruction subsequent to a mastectomy (breast removal) required as a consequence of disease, is a benefit.

## MASTECTOMY SERVICES

Medically necessary hospitalization related to a covered mastectomy, including at least **48 hours** of Inpatient care following a mastectomy and **24 hours** following a lymph node dissection is covered.

When breast reconstruction is chosen, Covered Services include:

- Reconstruction of the breast on which the mastectomy was performed;
- Surgery and reconstruction of the other breast to produce symmetry between the two breasts, including nipple reconstruction; and

- Prostheses and physical complications in all stages of mastectomy, including lymphedemas as determined by the Attending Provider and the patient.

Breast reconstruction Surgery is limited to a surgical procedure or procedures performed following a mastectomy on one or both breasts to re-establish symmetry between the two breasts. Benefits are also available for procedures related to nipple reconstruction following a mastectomy.

Removal of breast **Prosthesis** is a covered benefit when deemed Medically Necessary. Replacement of the **Prosthesis** is **not** a covered benefit if original placement was due to a cosmetic procedure. Reduction mammoplasty Surgery is covered if the patient meets all the criteria to establish medical necessity.



**Note:** If you disagree with Presbyterian Health Plan's decision regarding the Medical Necessity of any item or service, you may file a complaint. You may also request an external review of the Presbyterian Health Plan decision at any time. See "Grievance Procedures" in the Filing Claims Section.

## THERAPY

### PHYSICAL, OCCUPATIONAL AND SPEECH THERAPY

Benefits are limited as shown in the *Summary of Benefits* for combined visits per Calendar Year for Outpatient rehabilitation services including physical therapy from a licensed Physical Therapist, and occupational or speech therapy from a licensed or certified therapist. Benefits are **not** available for speech therapy in connection with learning disabilities.

These services may also include treatment using cold, heat, or similar modalities to relieve pain, restore maximum function, and prevent disability following illness, Accidental Injury, or loss of a body part.

Benefits are **not** available for Maintenance Therapy or any diagnostic, therapeutic, rehabilitative, or health maintenance service provided at or by a health spa or fitness center, even if the service is provided by a licensed or registered Provider.

### TRANSPLANT SERVICES

Transplant services include a surgical process that involves the removal of an organ from one person and placement of the organ into another. Transplant can also mean removal of organs or tissue from a person for the purpose of treatment and re-implanting the removed organ or tissue into the same person.

Prescreening at the time of the transplant evaluation and services necessary to complete the evaluation are included in the Transplants benefit as shown in the *Summary of Benefits*.

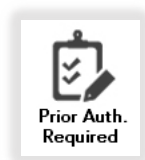
Organ transplant services include the recipient's medical, surgical and Hospital services; Inpatient Immunosuppressive medications; and costs for organ procurement. Transplant services are covered only if they are required to perform any of the following human to human organ or tissue transplants;

- Cornea.
- Heart.
- Kidney/pancreas.
- Kidney.
- Liver.
- Lung.
- Pancreas.
- Intestine.
- Or small bowel/liver.

Also covered are islet cell infusion and autologous or allogeneic bone marrow transplants, including peripheral stem cell, as determined to be Medically Necessary. To be covered, transplant services must also be received within one year of the transplant or re-transplant.

Covered cardiac surgeries, such as valve replacements and pacemaker insertions, are covered under "Surgery."

The treating Provider or Member must obtain **Prior Authorization** from Presbyterian Health Plan before benefits for any transplant evaluation, procedure or service is provided. **Prior**

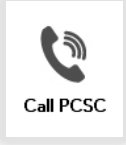


**Authorization** must be obtained from Presbyterian Health Plan before a pre-transplant evaluation is scheduled. A pre-transplant evaluation is not covered if **Prior Authorization** is not obtained from Presbyterian Health Plan. A Presbyterian Health Plan case manager will be assigned to you (the transplant recipient candidate) and must later be contacted with the results of the evaluation. In-network Providers request **Prior Authorization** for you. Discuss the need for

**Prior Authorizations** with your Provider before obtaining services.

If you are approved as a transplant recipient candidate, you must ensure that **Prior Authorization** for the actual transplant is also received. None of the benefits described here are available unless **Prior Authorization** is obtained.

In addition, benefits are available only when the transplant is performed at a facility with a transplant program approved by Presbyterian Health Plan. Call the Presbyterian Customer Service Center, Monday through Friday, between the hours of 7 a.m. and 6 p.m. at **(505) 923-5600** (in Albuquerque), or toll-free within New Mexico at **1-888-275-7737** for a current list of Presbyterian Health Plan approved programs. TTY users may call **711**.



**Effect of Medicare Eligibility on Coverage:** If you are now eligible for or are anticipating receiving eligibility for Medicare benefits, you are solely responsible for contacting Medicare to ensure that the transplant will be eligible for Medicare benefits.

**Organ Procurement or Donor Expenses:** If a transplant is covered, the surgical removal, storage, and transportation of an organ acquired from a cadaver are also covered. If there is a living donor that requires Surgery to make an organ available for a covered transplant (e.g., kidney or liver), coverage is available for expenses incurred by the donor for travel (if required, covered under the "Transplant" provision, and approved by the Presbyterian Health Plan case manager), Surgery, organ storage expenses, and Inpatient follow-up care only.

This Plan does not cover donor expenses after the donor has been discharged from the transplant facility.

Coverage for compatibility testing prior to organ procurement is limited to the testing of cadavers and, in the case of a live donor, to testing of the donor selected.

Covered Services related to the transplants are subject to usual cost-sharing features and benefit limitations of this Plan (e.g., Copayments, Deductible/Coinsurance, and out-of-pocket limits; annual home health care maximums).



**Reminder:** Benefits are available only when the transplant is performed at a facility with a transplant program approved by Presbyterian Health Plan. The treating Provider or Member must obtain **Prior Authorization** from Presbyterian Health Plan before benefits for any transplant evaluation, procedure or service is provided.

Travel expenses incurred by you in connection with a prior approved organ/tissue transplant are covered subject to the following conditions and limitations. Benefits for transportation, lodging and food are available to you only if you are the recipient of a prior approved organ/tissue transplant from a Presbyterian Health Plan approved Organ Transplant facility. The term recipient is defined to include a Member receiving authorized transplant related services during any of the following: (a) evaluation, (b) candidacy, (c) transplant event, or (d) post-transplant care. Travel expenses for the Member receiving the transplant will include charges for the following:

- Transportation to and from the transplant site (including charges for a rental car used during a period of care at the transplant facility);
- Lodging while at, or traveling to and from transplant site;
- Food while at or traveling to and from the transplant site; and
- Travel must occur within **five days** prior or no more than **one year** following the actual transplant.

In addition to you being covered for the charges associated with the item above, such charges will also be considered covered travel expenses for one companion to accompany you. The term companion includes your spouse, a Member of your family, your legal guardian, or any person not related to you, but actively involved as your caregiver.



By way of example, but not of limitation, the following are specifically excluded travel expenses:

- Travel costs incurred due to travel within 60 miles of your home;
- Laundry bills;
- Telephone bills;
- Alcohol or tobacco products;
- Charges for transportation that exceed coach class rates; and
- These benefits are only available when the Member is the recipient of an organ transplant. No benefits are available where the Member is a donor.

Travel benefits are available for an adult transplant recipient and one other person, and for a minor transplant recipient, benefits are available for two adults. Transportation costs will be covered only if travel beyond 60 miles of your home is required. Reasonable expenses for lodging and meals will be covered, up to a maximum of \$125 per day for each person. All benefits for transportation, lodging, and meals are limited to a maximum payment of \$10,000 and are included in the Transplants benefit shown in the *Summary of Benefits*.

Benefits are not available for implantation of artificial organs, mechanical devices or for non-human organ transplants and those services otherwise listed as covered elsewhere in this booklet. Follow-up care and complications of non-covered transplants are not a covered benefit. Benefits are subject to the same Copayment, Deductible and/or Coinsurance and Out-of-Pocket Maximum provisions as other benefits. The cost-sharing provisions of the coverage in effect on the date services are rendered apply to the transplant benefits.

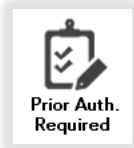


If you disagree with Presbyterian Health Plan's decision regarding the Medical Necessity of any item or service, you may file a complaint. You may also request an external review of the Presbyterian Health Plan decision at any time. See "Grievance Procedures" in the Filing Claims Section.

## WIG/HAIRPIECE

This Plan Covers a wig or hairpiece (synthetic, human hair, or blends) **only** when prescribed by a Physician for hair loss due to injury, disease, or treatment of the following:

- Alopecia areata with near complete or complete cranial hair loss;
- Alopecia total is;
- Alopecia universalis;
- Burns – 2<sup>nd</sup> degree full thickness and 3<sup>rd</sup> degree burns with resulting permanent alopecia; Chemotherapy;
- Fungal infections not responsible to an appropriate (typically six week) course of antifungal treatment resulting in near complete or complete cranial hair loss;
- Lupus;
- Radiation Therapy.



Coverage is limited to a maximum of \$200 every three years. Annual Deductible and Coinsurance applies. **Prior Authorization** by Presbyterian Health Plan is required. In-network Providers request **Prior Authorizations** for you.

This Plan does **not Cover** wigs/hairpieces for androgenetic alopecia (also known as male patterned baldness).

## LIMITATIONS AND EXCLUSIONS

Please read this Section carefully. It identifies the limitations that apply to certain Covered Services and specifies the Healthcare Services and supplies that are **Not Covered** under this Plan.



If you disagree with Presbyterian Health Plan's decision regarding the Medical Necessity of any item or service, you may file a complaint. You may also request an external review of the Presbyterian Health Plan decision at any time. See "Grievance Procedures" in the Filing Claims Section.

### LIMITATIONS

The following benefits have limits applied:

**Acupuncture treatment** Acupuncture treatment benefits for covered expenses, in combination with services provided for chiropractic, Rolting, and massage therapy, are limited to a Calendar Year Maximum of \$1,500 per Member.

**Autism Spectrum Disorder-** Service received under the federal individuals with Disabilities Education Improvement Act of 2004 and related state laws that place responsibility on state and local school boards for providing specialized education and related services.

**Behavioral Health** services (Inpatient) require **Prior Authorization** to be considered an eligible expense under this plan. Behavioral Health emergencies that result in inpatient admission also require **Prior Authorization** to be considered an eligible expense under this plan.

**Bereavement counseling** is limited to **three visits** in conjunction with services provided through Hospice for a terminally ill Member.

**Biofeedback** treatment is limited to services for Raynaud's disease/phenomenon, urinary incontinence, chronic pain, tension headaches, migraines, craniomandibular joint, and temporomandibular joint (CMJ/TMJ) disorders. Biofeedback is a benefit only when provided by a Provider, a Doctor of Osteopathy, a professional Psychologist, or a Board Certified Biofeedback Therapist.

**Chiropractic (manipulations) services** for covered expenses, in combination with services provided for Acupuncture, Rolting, and massage therapy, are limited to a Calendar Year Maximum of \$1,500 per Member.

**Cochlear implants** and related care are limited to implantation of a hearing device to facilitate communication for the profoundly hearing impaired, including any necessary training required to use the device.

### **Consumable Medical Supplies**

Consumable medical supplies are covered during Hospitalization. They are also covered during an office visit or authorized home health visit. Presbyterian Health Plan does not cover supplies used at other times by the Member or Member's family. Consumable medical supplies are (1) usually disposable; (2) cannot be used repeatedly by more than one individual; (3) are primarily used for a medical purpose; (4) generally are useful only to a person who is ill or injured; and (5) are ordered or prescribed by a licensed Provider.

### **Contact Lenses or Eyeglasses**

Contact lenses or eyeglasses (one set) are limited to services necessary to replace lenses absent at birth or lost through cataract or other intraocular Surgery or prescribed by a Provider as the only treatment available for keratoconus. Duplicate lenses are not covered; replacement is covered only if a Provider or optometrist recommends a change in prescription due to the medical condition.

### **Dental Services**

Dental prostheses, craniomandibular joint (CMJ) and temporomandibular joint (TMJ) disorders, pediatric anesthesia and oral Surgery benefits are Covered when Medically Necessary, but limited to the least costly treatment alternative. Also, this Plan covers only those procedures listed as covered benefits. This Plan does not cover any other oral or dental procedures such as, but not limited to the following:

- Services when **Prior Authorization** is not obtained from Presbyterian Health Plan (except initial treatment of accidental injuries).
- Nonstandard services (diagnostic, therapeutic, or surgical).
- Dental treatment or Surgery, such as extraction of teeth (including wisdom teeth) or application or cost of devices or splints, unless required due to an Accidental Injury.
- Removal of impacted teeth; removal of tori or exostoses; procedures involving orthodontic care, the teeth, dental implants, periodontal disease, or preparing the mouth for dentures.
- Duplicate or "spare" appliances.
- Artificial devices and/or bone grafts for denture wear.
- Personalized restorations, cosmetic replacement of serviceable restorations, or materials (such as precious metals) that are more expensive than necessary to restore damaged teeth.

**Diabetic supplies and services** that require **Prior Authorization**: Podiatric, Orthopedic Appliances, and Continuous Glucose Monitoring Systems (CGMS).

**Diagnostic testing** for infertility is limited to testing needed to diagnose the cause of infertility. Once the cause has been established and the Plan determines that the recommended treatment is **not covered**, no further testing will be covered under this Plan.

**Family planning** coverage is limited to Depo-Provera injections, diaphragms, insertion and removal of birth control devices, intrauterine devices (IUDs), prenatal genetic testing, and sterilization procedures.

**Hearing Aids** are Covered, but the coverage is limited as follows:

- Hearing aids and the evaluation for the fitting of hearing aids are Covered except for school aged children under 18 years old (or under 21 years of age if still attending high school) up to \$2,200 every 36 months “per hearing impaired ear”. This coverage includes fitting and dispensing services (and ear molds) as necessary to maintain optimal fit.
- Benefits are limited for all other members to a maximum of \$500 in benefit payments during any three-year period. This benefit does not include coverage for a hearing test or any charge related to the fitting or prescribing of the hearing aid. **The three-year period is not based on a calendar year. The three-year period begins on the date you purchase your first hearing aid and ends three years later.** This benefit does include repair and replacement of hearing aids. Note: This benefit is also limited to those who are not eligible for the “school aged” benefit listed in the previous paragraph.

**Home health care** services require **Prior Authorization**, or no benefits are payable through the Plan. Discuss the need for **Prior Authorization** with your Provider.

**Hospice care** benefits are limited to patients who are Terminally Ill as described in the Covered Services Section. **Prior Authorization** from the Plan is required, or benefits will be reduced or not payable through the Plan.

**Infertility testing** is limited to testing needed to diagnose the cause of infertility. Once the cause has been established and the Plan has determined that treatment is **not covered** by this Plan, no further testing will be covered.

**Infertility treatment** is limited to Surgery to open obstructed tubes, epididymis or vasectomy when not the result of sterilization and replacement of deficient hormones if there is documented evidence of a deficiency.

**Massage therapy** benefits for covered expenses, in combination with services provided for chiropractic, Rolfing, and Acupuncture, are limited to a Calendar Year Maximum of \$1,500 per Member. In addition, in order for services to be covered under this Plan, services must be provided by a Physical Therapist, Licensed Massage Therapist, Medical Doctor, Doctor of Osteopathy, Doctor of Oriental Medicine, or a Chiropractor.

**Physical, occupational and speech therapy** are limited to a Calendar Year maximum as outlined in the *Summary of Benefits*.

**Preventive services** are limited as suggested frequency schedules in the Covered Services Section.

**Reconstructive Surgery** requires **Prior Authorization**, or no benefits are payable through the Plan.

**Repairs or replacement of Durable Medical Equipment, Appliances and Devices** repair or replacement of non-rental Durable Medical Equipment, Orthotic Appliances and Prosthetic Devices due to normal wear and damage requires **Prior Authorization** or no benefits are payable under this Plan.

**Respite care** Respite care for a Hospice caretaker is limited to **two respite stays of up to 10 days** per benefit period.

#### **Rolfing**

Rolfing benefits for covered expenses, in combination with services provided for chiropractic, Acupuncture, and massage therapy, are limited to a Calendar Year Maximum of \$1,500 per Member.

**Routine eye screenings** are limited to Dependents through **age 21**.

**Routine hearing screenings** are limited to Dependents through **age 21**, except as outlined under “Hearing Aids” in the Covered Services Section.

**Skilled Nursing Care** is limited to **60 days** per Calendar Year and is subject to **Prior Authorization** by Presbyterian Health Plan. If you obtain services from an In-network Provider, they will request **Prior Authorization** for you.

**Substance Use Disorder** benefits are **limited** as follows: Services for any combination of Inpatient, partial, and Outpatient benefits are limited to **30 visits** per Calendar Year and **two courses of treatment per lifetime**. All Inpatient services require **Prior Authorization** to be considered an eligible expense under this Plan.

**Transplants** - Transplants and related services include limited benefits for travel, lodging, and meals. These benefits are limited to the adult transplant recipient and one other person. For a minor child transplant recipient, these benefits are payable for two adults. Transportation costs will be covered only if travel beyond 60 miles of transplant recipient’s home is required. Lodging and meals are limited to a maximum of \$125 per day per person, including the transplant patient. All benefits for transportation, lodging, and meals are limited to a maximum of \$10,000. Donor organ procurement costs for the surgical removal, storage, and transportation of the donated organ are covered based on Medicare Allowable.

**Weight loss treatment for morbid obesity** is subject to Medical Necessity.

## EXCLUSIONS

Any service, supply, item or treatment not listed as a covered service in the Covered Services Section, is **not covered** under this Plan. Benefits are not available for any of the following services, supplies, items, situations, or related expenses:

**Activities of daily living** are not a covered benefit, to include assistance in bathing, dressing, feeding, exercising, preparing meals, homemaking, moving the patient, giving medications, or acting as a sitter.

**Adoption/Surrogate expenses** are not a covered benefit.

**Air ambulance** charges for non-emergencies will be covered only if Medically Necessary.

**Ambulance** (including air ambulance) charges which are not Medically Necessary are **not covered** services under this Plan. This includes but is not limited to transfer via ground/air ambulance to a lower level care facility or the patient's home.

**Amniocentesis and/or ultrasound** to determine the gender of a fetus are **not covered** benefits under this Plan.

**Artificial conception** including fertilization and/or growth of a fetus outside the mother's body in an artificial environment, such as artificial insemination, in-vitro ("test tube") or in-vivo fertilization, GIFT, ZIFT, all drugs, hormonal manipulation, donor sperm or embryo transfer are **not** Covered Services. Any artificial conception method not specifically listed is also excluded.

**Autopsies** are not a covered benefit under this Plan.

**Before effective date** benefits are not available for that portion of any Inpatient treatment provided before the Member's effective date or for any service or supply received before the Member's effective date under this Plan.

**Behavioral disorders** are not a covered benefit under this Plan unless associated with a manifest mental disorder.

**Behavioral Health and Alcoholism and/or Substance Use Disorder** for the following are **not covered**:

- Any care which is patient elected and is not considered Medically Necessary;
- Care which is mandated by court order or as a legal alternative, and lacks clinical necessity as diagnosed by a licensed Provider;
- Workers' Compensation or disability claims are **not covered** as part of treatment;
- Long term Custodial Care of children and adolescents;
- Special education, school testing and evaluations, counseling, therapy or care for learning deficiencies or education and developmental disorders;

- Behavioral problems unless associated with manifest mental illness or other disturbances; and
- Non-national standard therapies, including Experimental as determined by the Behavioral Health professional practice.

**Behavioral training** is not a covered benefit under this plan.

**Blood** charges if the blood has been replaced and blood donor storage fees if there is not a scheduled procedure.

**Charges:**

- In excess of Plan limits.
- In excess of Medicare Allowable Amounts when services are secured from an Out-of-network Provider. (This may not apply to Emergency Medical services or Urgent Care services. See the Limitations and Exclusions Section for more information).
- Made by a family Member (spouse, parent, grandparent, sibling or child) or someone who lives with you.

**Clinic or other facility services** that the Member is eligible to have provided without charge.

**Complications of non-benefit services**, supplies and treatment received including, but not limited to, complications for non-covered transplants, cosmetic, Experimental, or Investigational procedures, sterilization reversal, or infertility treatment are **not** Covered Services.

**Contact lenses or eyeglasses** unless specifically listed as a covered benefit under this Plan.

**Convalescent care** or rest cures.

**Cosmetic Surgery is not Covered.** Examples of Cosmetic Surgery include, but are not limited to, breast augmentation, dermabrasion, dermaplaning, excision of acne scarring, acne surgery (including cryotherapy), asymptomatic keloid/scar revision, sclerotherapy (except when used for truncal veins), and nasal rhinoplasty.

**Counseling** services are not a covered benefit under this Plan unless listed as a covered service. Exceptions to this exclusion include but are not limited to prenatal genetic counseling, counseling for breastfeeding support, bereavement counseling related to hospice care, counseling programs for tobacco cessation, nutritional counseling (when medically necessary), and therapies for marriage, family, and relationship problems, physical and/or sexual abuse, and problems related to a mental disorder or medical condition.

**Court ordered services** are not a covered benefit under this Plan.

**Custodial Care** such as sitters, homemaker's services, or care in a place that serves the patient primarily as a residence when the Member does not require Skilled Nursing Care is **not covered**.

**Dental services** to include periodontal Surgery except if the services required are due to Accidental Injury of sound natural teeth or as otherwise listed as a covered Benefit under this Plan.

**Dependent of Dependent (grandchild) expenses** are **not covered** benefits unless the Dependent is otherwise eligible for coverage under this Plan.

**Diagnostic testing** for infertility is limited to testing needed to diagnose the cause of infertility. Once the cause has been established and the treatment is determined to be **not covered** by this Plan, no further testing will be covered under this Plan.

**Diagnostic, therapeutic, rehabilitative or health maintenance services** provided at or by a health spa or fitness center, even if a licensed or registered Provider provides the service, are **not covered**.

**Domiciliary care** or care provided in a residential institution, treatment center, halfway house, or school because a Member's own home arrangements are not available or are unsuitable, and consisting chiefly of room and board, even if therapy is included, is **not covered**.

**Donor expenses incurred by a Member** are not a covered benefit under this Plan, except as specified in this *Member Benefit Booklet*.

**Duplicate coverage** including, but not limited to the following:

- Services already covered by other valid coverage;
- Services already paid under Medicare or that would have been paid if the Member was entitled to Medicare, had applied for Medicare, and had claimed Medicare benefits;
- If your prior coverage has an extension of benefits provision, this Plan will not cover charges incurred after your effective date under this Plan that are covered under the prior plan's extension of benefits provision.

**Duplicate diagnostic tests** or over reads of laboratory, pathology, or radiology tests are not covered.

**Duplicate equipment** is **not covered** under this Plan.

**Durable Medical Equipment, orthotic and Prosthetic Devices and external prostheses** repairs for items not owned by the Member, or which exceed the purchase price.

**Educational or institutional** services except for diabetes education and preventive care provided under routine/preventive services as described in the Covered Services Section.

**Environmental control** expenses are not covered benefits under this Plan.

**Exercise equipment** is not a covered benefit under this Plan.

**Experimental or Investigational services/treatment are not covered** benefits. Experimental or Investigational means any treatment, procedure, facility, equipment, drug, device, or supply not accepted as standard medical practice in the state services are provided. In addition, if a federal or other governmental agency approval is required for use of any items and such approval was not granted at the time services were administered, the service is Experimental. To be considered standard medical practice and **not** Experimental or Investigational, treatment must meet all five of the following criteria:

- A technology must have final approval from the appropriate governmental regulatory bodies;
- The scientific evidence as published in peer-reviewed literature must permit conclusions concerning the effect of the technology on health outcomes;
- The technology must improve the net health outcome;
- The technology must be as beneficial as any established alternatives; and
- The improvements must be attainable outside the Investigational settings.

**Eye exercises and refractions** are not a covered benefit under this Plan.

**Food and lodging expenses** are **not covered** except for those that are eligible for per diem coverage under the “Transplant Services” provision in the Covered Services Section.

**Foot care**, including all routine services such as the treatment of flat foot conditions, supportive devices, accommodative orthotics, orthopedic shoes unless jointed to braces, partial dislocations, bunions except capsular or bone Surgery, fallen arches, weak feet, chronic foot strain, symptomatic complaints of the feet, and the trimming of corns, calluses, or toenails, are **not covered** unless medical conditions such as diabetes exist.

**Functional foot orthotics** including those for plantar fasciitis, pes planus (flat feet), heel spurs, and other conditions (as determined by Presbyterian Health Plan) are not covered, except for Members with diabetes or other significant neuropathies when **Prior Authorization** is obtained from Presbyterian Health Plan prior to services being provided.

**Genetic Inborn Errors of Metabolism (IEM):**

- Food substitutes for lactose intolerance including soy foods or formulas or other over the counter digestive aids;
- Organic foods;
- Ordinary foodstuffs that might be part of an exclusionary diet;
- Food substitutes that do not qualify as Special Medical Foods;
- Any product that does not require a Physician’s prescription;
- Special Medical Foods for conditions that are not present at birth;

- Food items purchased at a health food, vitamin or similar store;
- Foods purchased on the Internet; and
- Special Medical Foods for conditions including, but not limited to: Diabetes mellitus, Hypertension, Hyperlipidemia, Obesity, and Allergies to food products.

**Hair loss, including** wigs, artificial hairpieces, hair transplants, or implants, even if there is a medical reason for hair loss, are **not covered**.

### **Hearing aids**

Hearing aids and the evaluation for the fitting of hearing aids are not Covered except for school aged dependent children under 18 years old (or under 21 years of age if still attending high school):

- The Plan pays 100% of the allowed up to a maximum of \$2,200 every 36 months “per hearing impaired ear” for school aged dependent children.
- Coverage includes fitting and dispensing services, including ear molds as necessary to maintain optimal fit.

### **Hearing Exams and procedures**

This Plan does not cover audiometric (hearing) tests unless:

- Required for the diagnosis and/or treatment of an illness or Accidental Injury;
- Covered as a preventive screening service for children through age 21 as part of a routine physical exam; or
- Covered as outlined under “Hearing Aids,” above.

For surgically implanted devices, see “Surgery” in the Covered Services Section.

**Home health care** benefits are **not covered** for care that:

- Is provided primarily for the convenience of the Member or the Member’s family;
- Consists mostly of bathing, feeding, exercising, preparing meals, homemaking, moving the patient, giving medications, or acting as a sitter; or
- Is provided by a nurse who ordinarily resides in the Member’s home or is a Member of the patient’s immediate family.

**Hospice benefits are not available for the following services:**

- Food, housing, or delivered meals;
- Medical transportation;
- Comfort items;
- Homemaker and housekeeping services;
- Private duty nursing;
- Pastoral and spiritual counseling;
- Volunteer services; and

- Support services provided to the family when the patient is not a Member of this Plan.

In addition, the following services are not benefits under Hospice but may be covered elsewhere under this booklet:

- Acute Inpatient Hospital care for curative services;
- Durable Medical Equipment;
- Non-Hospice care Provider visits; and
- Ambulance Services.

**Human Chorionic Gonadotrophin (HCG) injections** are not a covered benefit under this Plan.

**Hypnotherapy** or services related to hypnosis, whether for medical or anesthetic purposes, except as covered under “Smoking Cessation Treatment.” are **not covered**.

**Implantation** of artificial organs or mechanical devices, except as specified in this booklet, are not a covered benefit under this Plan unless as a result of illness or injury and **Prior Authorization** is obtained from Presbyterian Health Plan prior to services being provided.

**Infertility testing and treatment** is not a covered benefit under this Plan, except as specified in this document. Also, see the exclusion under Artificial Conception.

**Intradiscal Electrothermal Therapy (IDET)** is not a covered benefit under this Plan.

**Late claims filing:** This Plan does not cover services submitted for benefit determination if Presbyterian Health Plan receives the claim **more than 12 months** after the date of service. **Note:** If there is a change in the Claims Administrator, the length of this timely filing period may also change.

**Learning disabilities and behavioral problems:** This Plan does not cover special education, counseling, therapy, or care for learning or behavioral problems.

**Local anesthesia** charges that have been included in the cost of the surgical procedure are **not covered**.

**Long-term rehabilitation services** are not covered. Long-term therapy includes treatment for chronic or incurable conditions for which rehabilitation produces minimal or temporary change or relief.

**Maintenance or long-term therapy** or care or any treatment (Inpatient or Outpatient) that does not significantly improve your function or productivity, or care provided after you have reached your rehabilitative potential (unless therapy is covered during an approved Hospice benefit period) is **not covered** under this Plan. In a dispute about whether your rehabilitative potential has been reached, you are responsible for furnishing documentation from your Provider supporting his/her opinion that your rehabilitative potential has not been reached. **Note:** Even if

your rehabilitative potential has not yet been reached, this Plan does not cover services that are in excess of maximum benefit limitations.

**Massage therapy is not covered** under this Plan unless performed by a Licensed Physical Therapist, Licensed Massage Therapist, medical doctor, Doctor of Osteopathy, Doctor of Oriental Medicine or Chiropractor.

**Medical equipment** to include, but not be limited to, stethoscopes and blood pressure monitors is not covered unless listed as a covered item under this Plan.

**Medically unnecessary services:** This Plan does not cover services that are not Medically Necessary as defined in the beginning of the Covered Services Section, unless such services are specifically listed as covered (e.g., see “Preventive Services).

**Membership fees** are not a covered benefit under this Plan.

**Meniscal Transplants** are not a covered benefit under this Plan.

**Mobile or temporary testing units** who submit a bill to this Plan will have those charges denied, to include services for pap smears, OB/GYN services, adult general screening and physicals.

**Non-human organ transplants** are **not covered** under this Plan.

**Non-medical equipment** is **not a covered** benefit under this Plan.

**Non-medical expenses:** This Plan does not cover non-medical expenses (even if medically recommended and regardless of therapeutic value), including charges for services such as, but not limited to: missed appointments, “get-acquainted” visits without physical assessment or Medical Care, the provision of medical information to perform pre-Admission or concurrent review, filling out of claim forms, mailing and/or shipping and handling charges, interest expenses, copies of medical records, modifications to home, vehicle, or workplace to accommodate medical conditions, voice synthesizers, other communication devices, Membership fees at spas, health clubs, or other such facilities even if medically recommended.

**Nonprescription and over the counter drugs** are **not covered** on this Plan. This also includes:

- Infertility medications;
- Non-medicinal substances, regardless of intended use;
- Medications or preparations used for cosmetic purposes, such as preparations to promote hair growth or medicated cosmetics; or
- Charges for the administration or injection of any drug, including allergens or allergy shots unless elsewhere covered in this booklet.

**Nonstandard or deluxe equipment** is not a covered benefit under this Plan.

**Nutritional supplements** are not a covered benefit under this Plan unless the supplement is the sole source of nutrition. Infant formulas are not a covered benefit.

**Obesity treatment** is not a covered benefit under this Plan unless the Member is being treated for morbid obesity.

**Orthodontic appliances and treatment, crowns, bridges, or dentures** for the treatment of craniomandibular joint (CMJ) or temporomandibular joint (TMJ) disorders are **not covered** on this Plan unless the disorder is trauma related. Also, nonstandard diagnostic, therapeutic and surgical treatments of TMJ are not benefits under any circumstances.

**Orthopedic or corrective shoes**, arch supports, shoe appliances, foot orthotics, and custom fitted braces or splints are not covered, except for Members with diabetes or other significant neuropathies when **Prior Authorization** is obtained from Presbyterian Health Plan.

**Orthoptics** are not a covered benefit under this Plan.

**Personal convenience** items such as air conditioners, humidifiers, or physical fitness exercise equipment, or **personal services** such as haircuts, shampoos and sets, guest meals, and radio or television rentals are **not covered**.

**Personal trainers** are **not covered** under the provisions of this Plan.

**Photopheresis** for all conditions other than mycosis fungoides are **not covered**.

**Physical examinations and/or immunizations** for purposes of employment, insurance, premarital or international travel tests, sports, school, camp, other non-preventive tests, and those requested by a third party, are **not covered** under this Plan unless considered Medically Necessary by the Plan.

**Post-termination care:** This Plan does **not Cover** services received after your coverage is terminated, even if **Prior Authorization** for such services were needed because of an event that occurred while you were covered. Benefits are available for Covered Services related to and received during a Covered Hospital Admission that began before coverage ended. Coverage for the Admission and related Inpatient services continues until the earlier of the date: 1) benefits for the Admission are exhausted, or 2) when there is an interruption of the Inpatient stay (such as discharge or a leave of absence from the facility, regardless of the date of discharge).

**Prescription drugs** obtained on an Outpatient basis are **not covered** under the medical portion of this Plan. If you have questions about your Outpatient prescription drug benefits, contact Express Scripts at **1-800-501-0987**.

**Private-duty nursing** charges are **not covered** under this Plan unless services are considered Medically Necessary.

**Protective clothing or devices** are **not covered** under this Plan.

**Radial keratotomy, LASIK** and other eye refractive surgeries are **not covered** benefits under this Plan.

**Reversals** of surgical procedures are not a covered benefit under this Plan.

**Self-help programs and therapies** not specifically covered in this booklet are **not covered** by the Plan. These include but are not limited to, behavior modification; music, art, dance, recreation and Z therapy; massage therapy except when performed by a Licensed Physical Therapist, a Medical Doctor, Doctor of Osteopathy, Doctor of Oriental Medicine or Chiropractor.

**Services not specifically identified** as a benefit in this booklet, or **services not listed as a covered benefit** in this booklet.

**Sexual dysfunction** testing and treatment, unless related to organic disease or Accidental Injury are **not covered** under this Plan.

**Speech therapy** charges not otherwise listed as a covered benefit under this Plan are **not covered**.

**Sperm storage** is not a covered benefit under this Plan.

**Standby professional services** are **not covered** under this Plan.

**Surgical sterilization reversal** of voluntary infertility procedures is **not covered** under this Plan.

**Thermography** (a technique that photographically represents the surface temperatures of the body) is **not covered** under this Plan.

**Transplants** not specifically listed as a covered benefit under this Plan are **not covered**.

**Travel and other transportation expenses**, except as covered under “Ambulance Services” and “Transplants” are **not covered**.

**Treatment for injuries** sustained by a Member in the course of committing a felony, if the Member is subsequently convicted of the felony is not covered.

**Unreasonable charges** will not be covered by this Plan.

**Untimely filing:** Claims filed more than 12 months after the date of service are not covered.

**Veterans Administration facility services** or supplies furnished by a Veterans Administration facility for a service-connected disability, or while a Member is in active military service are **not covered**.

**Vision care:** The Plan does not cover eyeglasses, contact lenses, and routine eye refractions unless listed as covered in this booklet.

**Vision therapy** or any surgical or medical service or supply provided in connection with refractive keratoplasty (Surgery to correct nearsightedness) or any complication related to keratoplasty, including radial keratotomy or any procedure designed to correct myopia, or any procedure to correct refractive defects such as farsightedness, presbyopia, or astigmatism are **not covered**.

**Vitamins, dietary/nutritional supplements, special foods, formulas, or diets** are **not covered** under this Plan unless the supplement is the sole source of nutrition. Infant formulas are not a Covered Service.

**Vocational rehabilitation services** are not a covered benefit under this Plan.

**War-related conditions:** This Plan does not cover any services required as the result of any act of war, or any illness or Accidental Injury sustained during combat or active military service.

**Weight-loss programs, obesity treatment, and nutritional counseling**, except as outlined in the Covered Services Section.

**Work-related conditions:** This Plan does not cover services resulting from work-related illness or injury, or charges resulting from occupational accidents or sickness covered under:

- Occupational disease laws;
- Employer's liability;
- Municipal, state, or federal law (except Medicaid); or
- Workers' Compensation Act.

To recover benefits for a work-related illness or injury, you must pursue your rights under the Workers' Compensation Act or any of the above provisions that apply, including filing an appeal. (Presbyterian Health Plan may pay claims during the appeal process on the condition that you sign a reimbursement agreement with Presbyterian Health Plan as the claims administrator for the Plan).

This Plan does not cover a work-related illness or injury, even if:

- You fail to file a claim within the filing period allowed by the applicable law.
- You obtain care not authorized by Workers' Compensation insurance.
- Your employer fails to carry the required Workers' Compensation insurance. (The employer may be liable for a participant's work-related illness or injury expenses).
- You fail to comply with any other provisions of the law.



**Note:** This “Work-related condition” exclusion does not apply to an executive employee or sole proprietor of a professional or business corporation who has affirmatively elected not to accept the provisions of the New Mexico Workers’ Compensation Act. You must provide documentation showing that you have waived Workers’ Compensation and that you are eligible for the waiver. (The Workers’ Compensation Act may also not apply if an employer has a very small number of employees or employs certain types of laborers excluded from the Act).

## FILING CLAIMS

This is an HMO-type Plan wherein the In-network Providers have agreed to file your claims directly to Presbyterian Health Plan and payment is made directly to the Provider.

On occasion you may access care from an Out-of-network Provider such as in an emergency when you are traveling out of the service area. In such cases you may have to file a claim yourself.

### EMERGENCY SERVICES OR OUT-OF-NETWORK PROVIDERS

In some cases, Hospital, laboratory, X-ray, and clinic claims are filed by the Out-of-Network Providers, as well as In-network. Out-of-network Providers may also file claims for you.

You will be required to submit claim forms when your Out-of-network Provider does not file them for you. Submit all claims as the services are received and attach the itemized bill for services or supplies. Do not file for the same service twice unless requested by one of our Presbyterian Customer Service Center representatives.

The Member Claim Forms are available from a Presbyterian Health Plan Member Services representative, who can also answer your questions about completing the claim form. Claim forms can also be printed from the Presbyterian website at **www.phs.org**. Please mail the claim forms and itemized bills to:

Presbyterian Health Plan, Inc.  
Attn: NMRHCA DSU  
P.O. Box 27489  
Albuquerque, NM 87125-7489

Phone: **(505) 923-5600** or toll free at **1-888-275-7737**

**Claims must be submitted no later than 12 months after the date a service or supply was received.** If your provider does not file a claim for you, you are responsible for filing the claim within the **12-month** deadline. **Claims submitted after the 12-month deadline are not eligible for benefit payments.** If a claim is returned for further information, you must resubmit it within **90 days**.

### OUT-OF-NETWORK SERVICE CLAIMS

When you obtain Provider or Outpatient Hospital services from an Out-of-network Provider, the Provider, Hospital, Provider or you should file the claims with Presbyterian Health Plan. If the Provider or Hospital does not file the claims, ask for an itemized statement and complete a Presbyterian Health Plan claim form for the services received from the out-of-network Provider. The provider may require that you pay for services up-front and then wait for the Presbyterian Health Plan to process the claim (see “How Payments are Made” below). Out-of-network

Presbyterian Customer Service Center: (505) 923-5600 or 1-888-275-7737  
NMRHCA

01/01/2023

providers are not required to accept the Presbyterian Health Plan determined allowable amount as payment in full and may balance-bill you the difference between the allowed amount of this Plan and the amount they charged for their services.

## **CLAIMS OUTSIDE THE UNITED STATES**

Coverage outside the United states is limited to Emergency and Urgent Care only. Members are responsible for ensuring that claims are appropriately translated and that the monetary exchange rate is clearly identified when submitting claims for services received outside the United States. The Provider may require that you pay for services up-front and then wait for Presbyterian Health Plan to process the claim. (See “How Payments are Made” below).

## **ITEMIZED BILLS**

When you file a claim, itemized bills must be submitted on the Provider’s billing forms or the Provider’s letterhead stationery and must show:

- Name and address of the Provider or other healthcare provider;
- Full name of the patient receiving treatment or services; and
- Date, type of service, diagnosis, and charge for each service separately.

The only acceptable bills are those from healthcare providers. Canceled checks, balance due statements, cash register receipts or bills you prepare yourself are not acceptable. Please make a copy of all itemized bills for your records before you send them because the bills are not returned to you. Itemized bills are necessary for your claim to be processed so that all benefits available under this Plan are provided.

If your itemized bill(s) include services previously filed, identify clearly the new charges that you are submitting.

## **PRESCRIPTION DRUG CLAIMS**

If you need to submit a claim for Presbyterian Drugs, that claim must be sent to the APS prescription drug Plan Administrator, not a Presbyterian Health Plan. Please refer to Express Scripts brochure or call them at **1-800-501-0987** for the claims filing procedures for Prescription Drugs.

## **HOW PAYMENTS ARE MADE**

Payments for Covered Services usually are sent directly to In-network Providers, including preferred Hospitals/treatment facilities. Payments to Out-of-network Providers are sent to the Member unless the Member has assigned benefits to the Provider.

Provider payments are based upon In-network Provider agreements and the Negotiated Fee for Service as determined by Presbyterian Health Plan. You are responsible for paying all Copayments, Coinsurance, and non-Covered Services.

If you obtain services from an Out-of-network Provider, you are responsible for any amounts greater than Reasonable and Customary amounts. You are also responsible for paying all Copayments, Coinsurance, and non-Covered Services.

Payment of benefits for Members eligible for Medicaid is made to the New Mexico Human Services Department or to the Medicaid Provider when required by law.

Additional information may be requested to process your claim, coordinate benefits, or protect the subrogation interest. You must supply the information or agree to have the information released by another person to Presbyterian Health Plan.

You may be requested to have another Physician examine you if there are questions about a **Prior Authorization** review or about a particular service or supply for which you are claiming benefits. In this event, the Plan will Cover the requested examination.

## OVERPAYMENTS

If payments made by Presbyterian Health Plan are greater than the benefits you have under this Plan, you are required to refund the excess. In the event that you do not, future benefits may be withheld and applied to the amount that you owe to Presbyterian Health Plan.

When possible, this Plan will honor an assignment of benefits; however, Presbyterian Health Plan reserves the right to pay the subscriber directly and to refuse to honor an assignment of benefits to pay anyone other than the subscriber in any circumstances.

## COORDINATION OF BENEFITS

This Plan contains a Coordination of Benefits (COB) provision that prevents duplication of payments. Under this provision, if a Member is eligible for healthcare benefits under any other valid coverage, the combined benefit payments from all coverages cannot exceed 100% of the covered expenses. *Other valid coverage* means all other insurance policies, which may include Medicare, that provide payments for medical expenses.

If a Member is covered by both Medicare and this Plan and is not a retiree, special COB rules may apply. Contact one of our Presbyterian Customer Service Center representatives for more information.

If a Member is currently covered under COBRA provisions, coverage ceases at the beginning of the month in which the Member either becomes enrolled for any other valid coverage, or until the COBRA period expires, whichever occurs first.

The following rules determine order of benefit determination between this Plan and any other plan covering a Member not on COBRA continuation on whose behalf a claim is made:

1. No COB Provision. If the other valid coverage does not include a COB provision, that coverage pays first and this Plan pays secondary benefits.
2. Participant/Dependent. If the Member who received care is covered as the participant under one plan/coverage and as a Dependent under another, the employee's coverage pays first. If the Member is also a Medicare beneficiary, and Medicare is secondary to the plan covering the person as a Dependent of an active participant, then the order of benefit determination is:
  - a. benefits of the plan of an active worker covering the Medicare beneficiary as a Dependent;
  - b. Medicare;
  - c. benefits of the plan covering the Medicare beneficiary as the policyholder or as an active or retired participant.

If the Member has other valid coverage, please contact the other carrier's Customer Service department to determine if that coverage is primary or secondary to Medicare. There are many federal regulations regarding Medicare Secondary Payer provisions, and other coverage may or may not be subject to those provisions.

3. Dependent Child/Parents Not Separated or Divorced. If the Member who receives care is a Dependent child, the coverage of the parent whose birthday falls earlier in the Calendar Year pays first. If the other valid coverage does not follow the birthday rule, then the gender rule applies (that is, the male parent's coverage pays first).
4. Child/Parents Separated or Divorced. If two or more plans cover a Member as a Dependent child of divorced or separated parents, benefits for the child follow these rules:
  - a. Court-Decreed Obligations. Regardless of which parent has custody, if a court decree specifies which parent is financially responsible for the child's healthcare expenses, the coverage of that parent pays first.
  - b. Custodial/Non-Custodial. The plan of the parent with custody of the child pays first. The plan of the spouse of the parent with custody of the child pays second. The plan of the parent not having custody of the child pays last.
  - c. Joint Custody. When a court decree specifies that the parents share joint custody, without stating that one of the parents is responsible for the healthcare expenses of the child, the plans covering the child follow the order of benefit determination rules applicable to children whose parents are not separated or divorced.
5. Active/Inactive Participant. If the Member who received care is covered as an active participant under one plan/coverage and as an inactive participant under another, the coverage through active employment pays first. Likewise, if a Member is covered as the

Dependent of an active participant under one plan/coverage and as the Dependent of the *same* but *inactive* participant under another, the coverage through active employment pays first. If the other plan does not have this rule and if, as a result, the plans do not agree on the order of benefits, the next rule applies.

6. Longer/Shorter Length of Coverage. When none of the above applies, the coverage in effect for the longest continuous period of time pays first. The start of a new plan does not include a change in the amount or scope of a plan's benefits, a change in the entity that pays, provides, or administers the plan's benefits or a change from one type of plan to another.

If you receive more than you should have when benefits are coordinated, you are required to repay any overpayment.

Your other valid coverage may be with a Health Maintenance Organization (HMO), a Preferred Provider Organization (PPO), or another program that limits or excludes benefits if you do not meet the obligations for obtaining **Prior Authorization** of care, for obtaining the proper level of care for the condition treated or for obtaining services from providers authorized or recognized by your primary carrier. If you do not meet these obligations and your primary benefits are reduced as a result, Presbyterian Health Plan limits its secondary benefit payment to the difference between the Presbyterian Health Plan Negotiated Fee-for-Service for the service received and the amount that would have been paid if you had met the obligations recognized by your primary carrier.

## EFFECT OF MEDICARE ON BENEFITS

Shortly before you or your spouse becomes age 65, or if you or any other family Member becomes qualified for Medicare benefits, contact your local Social Security office to establish Medicare eligibility. Then, contact your agency group representative to discuss coverage options.

If you are a working Member age 65 or over and your spouse age 65 or over, you are eligible to continue the New Mexico Retiree Health Care Authority Plan coverage on the same basis as Members under age 65.

When a retiree becomes eligible for Medicare, Medicare is primary and benefits are paid according to the Coordination of Benefits provisions of this Plan.

If Medicare coverage coexists with this Plan, Medicare will be secondary until the Plan pays primary for at least 30 months from the date the Member became eligible for or entitled to Medicare on the basis of **end-stage renal disease**. A person Eligible under Medicare is defined as a Member or Dependent who is enrolled and covered under the voluntary portion (Part B) of Medicare, or who has been eligible to enroll under such part. All individuals who are eligible to enroll for Medicare Part B but have not done so, will be treated the same as all other persons eligible under Medicare and **Presbyterian Health Plan will assume that eligible Members have Part B coverage. Plan benefits will be offset with Medicare Part B benefits** whether or not the Member actually receives them.

## EFFECT OF MEDICAID ON BENEFITS

Benefits payable on behalf of a Member who is qualified for Medicaid will be paid to the Plan when:

- The Plan has paid or is paying benefits on behalf of the Member under the Group's Medicaid program pursuant to Title XIX of the Federal Social Security Act; and
- The payment for the services in question has been made by the Plan to the Medicaid Provider.

Benefits payable on behalf of a Member who is qualified for Medicaid is made to the New Mexico Human Services Department or to the Medicaid Provider when required by law.

## OTHER VALID COVERAGE

All other insurance policies, including Medicare and other Medicare complementary or supplemental policies, both group and non-group (but **not** TriCARE, Medicaid, or Indian Health Service coverages, which are secondary to this Plan), that provide payments for medical services.

**For a work-related injury or condition, see the "Work-related conditions" exclusion in Section 5.** In accordance with the Retiree Health Care Act, the coverage provided by this Plan is secondary to all other valid coverage to which the eligible NMRHCA participant is entitled. NMRHCA Plan is also secondary to any NMRHCA dental or vision plan. (Contact NMRHCA at **1-800-233-2576** for coordination of benefits information for prescription drug services). When a Member is eligible for benefits under any other valid coverage, the combined benefit payments from all coverage cannot exceed 100% of the covered expenses.



**Note:** If you are eligible for Medicare Part B but have not enrolled, you will be responsible for the amount that Medicare Part B would have paid had you enrolled.

If a Member is currently covered under the continuation of coverage provision, coverage ceases at the beginning of the month in which the Member either reaches age 65 or first becomes eligible for any other valid coverage, unless a pre-existing condition limitation applies, or until the continuation of coverage period expires, whichever occurs first. If you receive more than you should have when benefits are coordinated, you are expected to repay any overpayment. Your other valid coverage may be with a Health Maintenance Organization (HMO), a Preferred Provider Organization (PPO), or another program that limits or excludes benefits if you do not meet the obligations for obtaining **Prior Authorization** of care, for obtaining the proper level of care for the condition treated, or for obtaining services from Providers authorized or recognized by your primary carrier. If you do not meet these obligations and your primary benefits are reduced as a result, this Plan will limit its secondary benefits payment to the difference between covered charges for the service received and the amount that would have been paid by your other coverage. (Admission review and prior approval requirements are waived under this Plan if this Plan is secondary to other coverage). Primary benefit reductions are not eligible for payment under this Plan.

## **RESPONSIBILITY FOR TIMELY NOTICE**

Presbyterian Health Plan is not responsible for coordination of benefits if timely information is not provided.

## **FACILITY OF PAYMENT**

Whenever any other plan makes benefit payments that should have been made under this Plan, Presbyterian Health Plan has the right to pay the other plan any amount Presbyterian Health Plan determines will satisfy the intent of this provision. Any amount so paid will be considered to be benefits paid under this Plan, and with that payment Presbyterian Health Plan will fully satisfy its liability under this provision.

## **RIGHT OF RECOVERY**

Regardless of who was paid, whenever benefit payments made by Presbyterian Health Plan exceed the amount necessary to satisfy the intent of this provision, Presbyterian Health Plan has the right to recover the excess amount from any persons to or for whom those payments were made, or from any insurance company, service plan, or any other organizations or persons.

## **THIRD-PARTY LIABILITY SUBROGATION**

Third-party liability exists when someone else is or may be legally responsible for your condition or injury. When a third party is liable for the costs of any Covered Service, NMRHCA has subrogation rights. This means that NMRHCA has the right, either as co-plaintiff or by direct suit, to enforce your claim against a third party for the benefits paid to you or on your behalf. If NMRHCA provides benefits, NMRHCA has a direct first-party priority lien against any money you may recover from a third party or any other source as a result of the condition or injury. NMRHCA's lien must be satisfied regardless of the amount you recover. If a third party is or may be liable for the cost of or charges for any Covered Services, the following actions must be taken:

- You must promptly notify Presbyterian Health Plan and NMRHCA of the claim against the third party.
- If you receive money for the claim by suit, settlement, or otherwise, you or your attorney must reimburse NMRHCA for the amount of benefits provided under this Plan or an amount agreed upon with NMRHCA. You may not exclude recovery for NMRHCA health care benefits from any type of damages or settlement recovered.

You must cooperate in every way necessary to help NMRHCA enforce its subrogation rights. You may not take any action that might prejudice NMRHCA's subrogation rights. When you fail to cooperate in satisfying NMRHCA's subrogation interest and NMRHCA must file a lawsuit against you or the third party in order to enforce its rights under this provision, you or any of

your Dependents receiving benefits under this Plan will be responsible for attorneys' fees and costs incurred by Presbyterian Health Plan and NMRHCA.

## **SUBROGATION**

When this Plan pays for your care and you have the right to recover those expenses from the person or organization causing your illness or Accidental Injury, Presbyterian Health Plan has the right of subrogation to recover the amount it has paid. This right of subrogation against the third party may be exercised even if you do not file a legal action. The right of subrogation applies whether you recover directly from the wrongdoer or from the wrongdoer's insurer, or from your uninsured motorist insurance coverage. This applies to any and all moneys a Member may receive from any third party or insurer, or from any uninsured or underinsured motorist insurance benefits, as well as from any other person, organization or entity.

You have the legal obligation to help recover the amounts paid, and you must do nothing that would prejudice Presbyterian Health Plan's subrogation right. You must notify Presbyterian Health Plan if you file a claim, consult an attorney, or bring action against a third party. If contacted by Presbyterian Health Plan, you must provide all requested information. Settlement of a controversy without prior notice to Presbyterian Health Plan is a breach of this agreement. In the event that you fail to cooperate with Presbyterian Health Plan or take any action, through agents or otherwise, to interfere with the exercise of a subrogation right of Presbyterian Health Plan, Presbyterian Health Plan may recover its benefit payments from you.

## **ASSIGNMENT OF BENEFITS**

Your benefits under the Plan generally cannot be transferred or assigned in any way, except as required under a Qualified Medical Child Support Order (QMCSO). A qualified child support order is a court order that may be granted in the case of a divorce.

## **FRAUDULENT APPLICATION OR CLAIM**

If you knowingly make a false statement on your enrollment Application or file a false claim, such Application or claim will be revoked retroactively back to the date of the Application or claim. Any premiums collected from the Member for coverage that is later revoked due to a fraudulent Application, will be refunded to the Member by the Plan. If a claim is paid by Presbyterian Health Plan and it is later determined that the claim should not have been paid due to a fraudulent Application or claim, the Member shall be responsible for full reimbursement of the claim amount to Presbyterian Health Plan.

## GRIEVANCE PROCEDURES

### Overview

Many Grievances or problems can be handled informally by calling the PHP's Consumer Assistance Office at **(505) 923-5644** or toll-free at **1-800-356-2219**. The Managed Health Care Bureau of the New Mexico Insurance Division is also available to assist you with Grievances, questions or Complaints; call **1-855-4-ASK-OSI**.

The New Mexico Office of the Superintendent of Insurance is also available to assist you with Grievances, questions or complaints. You may call them toll-free at **1-855-4-ASK-OSI or (505) 827-4601** or by mail at:

#### **Office of Superintendent of Insurance**

**Mailing Address:** P.O. Box 1689, Santa Fe, NM 87504-1689

**Physical Address:** 1120 Paseo de Peralta, Room 428, Santa Fe, NM 87501

**Main Phone:** (505) 827-4601

**Toll-free:** 1-855-4-ASK-OSI

PHP has established written procedures for reviewing and resolving your Grievances and concerns. There are two different procedures, depending on the type of Grievance.

**Adverse Determination Grievances:** If your Grievance concerns a decision by PHP to deny, reduce or terminate a requested healthcare service on the grounds that it is either not a Covered benefit or it is not Medically Necessary, the Grievance will be subject to the utilization management review procedure. (See "Adverse Determination Appeal Review Procedures" below).

**Administrative Grievances:** If your Grievance concerns any other action or inaction by PHP concerning any other aspect of PHP's health benefits plan, other than the request for Health Care Services, including, but not limited to, administrative practices of the healthcare insurer that affect the availability or delivery of healthcare services, claims payment, handling or reimbursement for healthcare services and terminations of coverage, then the Grievance will be subject to the administrative Grievance review procedure. (See "Administrative Grievance Procedures" on next page).

Any Grievance may be submitted orally or in writing. If you make an oral Grievance, the Presbyterian Customer Service Center or the Consumer Assistance Office will assist you to complete the required forms. **Please be advised that PHP shall not take any retaliatory action against you for filing a Complaint.**

You may request a copy and detailed written explanation of the Grievance procedures by calling PHP at **(505) 923-5644** or toll-free at **1-800-356-2219**. TTY users may call **711**.

Members have 180 days from the date of the initial denial to file an appeal with Presbyterian Health Plan.

## **ADVERSE DETERMINATION REVIEW PROCEDURES**

When you or your treating healthcare professional requests a healthcare service, PHP shall initially determine whether the requested healthcare service is Covered by your health benefits plan and is Medically Necessary within 72 hours where circumstances require expedited review and 24 working days for all other cases. If PHP's initial review results in the denial, reduction or termination of the requested healthcare service, then PHP will notify you of the determination and of your right to request an internal review by PHP.

You may request an internal review orally or in writing by contacting:

Presbyterian Health Plan  
Grievance Department  
9521 San Mateo NE, Albuquerque, NM 87113

Phone: **(505) 923-5644** or toll-free at **1-800-356-2219**

Fax: **(505) 923-6111**

E-mail: **gappeals@phs.org**

You may also contact the Office of Superintendent of Insurance at **505-827-4601** or toll free at **1-855-427-5674** for assistance.

PHP's internal Adverse Determination appeal review procedures require an initial review by a PHP medical director and then, if necessary, a second review by a medical panel. Both reviews must be completed within 72 hours when the circumstances require expedited review or within 30 calendar days of receipt of the request for internal review in all cases in which the request for review is made prior to the services requested, and does not require expedited review, and within 60 calendar days of receipt of the request in all post-service requests for internal review. If PHP's medical director decides to uphold the denial, reduction or termination of the requested healthcare service, then PHP will notify you of the medical director's decision by telephone and mail and will ask you whether you want a second review by a medical panel selected by the healthcare insurer.

If you indicate that you want a second review of your Appeal by a medical panel, then PHP will notify you of the date, time and location of the medical panel review and of your rights to participate in the review.

With each notice of a rescission of coverage or final adverse benefit determination, we will provide written notice of your right for an independent review of the determination by an IRO.

## EXTERNAL REVIEW BY NMRHCA

If you are not satisfied with PHP's decision, you may Appeal the decision within 30 days of the day the Grievance decision was made. You may request an internal review in writing by contacting the NMRHCA. Upon receipt of the formal complaint, the NMRHCA will review the case and respond to the parties involved within 30 days. If the formal complaint is due to an emergent situation, a response will be given within 48 hours of receipt of such formal complaint. Contact the NMRHCA at:

**Address: Executive Director, NMRHCA**

6300 Jefferson St NE Suite 150

Albuquerque, NM 87109

**Phone: 1-800-233-2576**

**Fax: (505) 884-8611**

### **Filing Requirements for External Review of Adverse Determinations by an IRO**

**When required by the medical exigencies of the case.** If required by the medical exigencies of the case, you or your Practitioner/Provider may telephonically request an expedited review by calling the Office of Superintendent of Insurance at **1-877-673-1732**. **In all other cases.** To initiate an external review by an IRO, you must file a written request for external review with the Superintendent within one hundred twenty (120) calendar days from receipt of the written notice of internal review decision unless extended by the Superintendent for good cause shown.

The cost of the external review will be borne by us. You may file your request by:

- **Mail to:**  
Office of Superintendent of Insurance  
Mailing Address: P.O. Box 1689, Santa Fe, NM 87504-1689  
Physical Address: 1120 Paseo de Peralta, Room 428, Santa Fe, NM 87501
- **Phone: (505) 827-4601 or 1-855-4-ASK-OSI**
- **Email to [mhcb.grievance@state.nm.us](mailto:mhcb.grievance@state.nm.us)**, subject: External Review Request
- **Fax to Superintendent of Insurance, Attn: Office of Superintendent of Insurance**  
External Review Request, at **(505) 827-4734**
- Completed online at **[www.osi.state.nm.us](http://www.osi.state.nm.us)**

**Other filings.** Within five (5) days, you may also file any other supporting documents or information you wish to submit to the IRO for review. The IRO must send any additional information from you to Presbyterian within one (1) business day.

### **The Final Decision of the IRO and Grievant's Right to Hearing after Final IRO Decision**

The decision of the IRO is binding upon Presbyterian as well as the grievant except to the extent that New Mexico law allows you to appeal to the superintendent for a hearing. This requirement that the decision is binding shall not preclude Presbyterian from making payment on the claim or otherwise providing benefits at any time, including after final external review decision that

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NMRHCA

01/01/2023

denies the claim or otherwise fails to require such payment or benefits. If you are dissatisfied with the denial of benefits by the IRO, you may request a hearing from the superintendent. The superintendent will automatically grant the hearing. Presbyterian will be responsible for paying for all costs associated with the hearing.

If a grievant is insured pursuant to the Health Care Purchasing Act, and the grievant requests a hearing, if a representative from the self-insured plan is not present at any pre-hearing conference or at the hearing required by OSI, Presbyterian will be deemed to speak on behalf of the self-insured plan.

You do not have to complete the internal appeal process before requesting an external review if:

- We fail to comply with requirements under federal regulations regarding denials and appeals, unless the failure to comply was a minor error that is not likely to cause prejudice or harm to you and was for good cause or a situation beyond our control; or
- We agree to waive the requirements for the internal appeal(s); or
- You are eligible for an urgent internal appeal, and request both an urgent internal appeal and urgent external review at the same time.

You will not be charged for pursuing an external review.

## **ADMINISTRATIVE GRIEVANCE REVIEW PROCEDURES**

If you are dissatisfied with a decision, action or inaction of Presbyterian Health Plan regarding a matter that does not involve the denial, reduction or termination of a requested health service, then you have the right to request, orally or in writing, that Presbyterian Health Plan internally review the matter. First, a Presbyterian Health Plan representative will review the Administrative Grievance and provide you with a written decision within 30 calendar days from receipt of the Administrative Grievance.

If you are dissatisfied with this decision, you may file a request for reconsideration from Presbyterian Health Plan. Presbyterian Health Plan will appoint a reconsideration committee to review the Administrative Grievance and will schedule a hearing. The reconsideration committee shall schedule and hold a hearing within fifteen (15) working days after receipt of a request for reconsideration. Presbyterian Health Plan will mail you a written decision within seven working days after the hearing.

## EXTERNAL REVIEW BY NMRHCA

If any party to the original Appeal declines to accept the decision of the Grievance Committee, that party has 30 days in which to file a formal complaint with NMRHCA Division. Upon receipt of the formal complaint, NMRHCA Division will review the case and respond to the parties involved within 30 days. If the formal complaint is due to an emergent situation, a response will be given within 48 hours of receipt of such formal complaint. Contact NMRHCA at:

**Address: Executive Director, NMRHCA**  
6300 Jefferson St NE Suite 150  
Albuquerque, NM 87109

**Phone: 1-800-233-2576**

**Fax: (505) 884-8611**

## EXTERNAL REVIEW BY THE SUPERINTENDENT (ADMINISTRATIVE GRIEVANCE REVIEWS)

If you are dissatisfied with Presbyterian Health Plan or NMRHCA's internal review of your Grievance, you may request an external review by the New Mexico Superintendent of Insurance by filing a written request within 20 working days of receipt of the written reconsideration decision. You may file your request by:

- Mail to:  
**Office of Superintendent of Insurance**  
Mailing Address: P.O. Box 1689, Santa Fe, NM 87504-1689  
Physical Address: 1120 Paseo de Peralta, Room 428, Santa Fe, NM 87501
- Email to **mhcb.grievance@state.nm.us**, Attn: Office of Superintendent of Insurance
- Fax to Superintendent of Insurance, Attn: Office of Superintendent of Insurance  
External Review Request, at **(505) 827-4734**,

You will need to provide copies of the decisions made by the Presbyterian Health Plan and the NMRHCA and any other supporting documentation or information. You may contact the Managed Health Care Bureau to assist you in this process.

The Superintendent will issue a written decision on the administrative grievance within twenty (20) working days of receipt of the complete request for external review.

## RETALIATORY ACTION

Presbyterian Health Plan shall not take any retaliatory action against you for filing a Grievance under this health benefits plan.

## MEMBER RIGHTS AND RESPONSIBILITIES

Your rights and responsibilities are important. By becoming familiar with your rights and understanding your responsibilities, an optimal partnership can be formed between you and your health plan. Above all, your relationship with your Provider/Practitioner is essential to good health. We encourage open communication between you and your Provider/Practitioner.

### MEMBER RIGHTS

All Members have a right to:

1. Be treated with courtesy, consideration, respect, and recognition of their dignity.
2. Have their privacy respected, including the privacy of medical and financial records maintained by the Claim Administrator and its healthcare Providers/Practitioners as required by law.
3. Request and obtain information concerning the Claim Administrator's policies and procedures regarding products, services, In-network Providers/Practitioners, Appeals procedures and other information about the Claim Administrator and the benefits provided.
4. Request and obtain information about any financial arrangements between the Claim Administrator and its In-network Providers/Practitioners, which might restrict treatment options or limit services offered to Members.
5. Be told the details about what is covered, maximum benefits, what is **not covered**, what drugs or medicines, and how to obtain **Prior Authorizations**, when needed.
6. Receive affordable health care, with limits on Out-of-pocket expenses.
7. Seek care from an Out-of-network Provider and be advised of their financial responsibility if they receive services from an Out-of-network Provider or receive services without required **Prior Authorization**.
8. Be notified promptly of termination, decreases or changes in benefits, services, or the Provider/Practitioner network.
9. Participate with treating Providers/Practitioners in making decisions about their health care.
10. Clear and candid discussion of Medically Necessary treatment options, regardless of benefit coverage or cost.

11. Refuse care, treatment, or medications after the Provider/Practitioner has explained the care, treatment or other advice and possible consequences of this decision in language that the Member understands.
12. Have adequate access to qualified health professionals near where they live or work.
13. Receive information from their Provider/Practitioner, in terms that they understand, including an explanation of their complete medical condition, recommended treatment, risk(s) of the treatment, expected results and reasonable medical alternatives irrespective of the Claim Administrator's position on treatment options.
14. Have the explanation provided to next of kin, guardian, agent or surrogate if available, when the Member is unable to understand.
15. Have all explanations to the next of kin, guardian, agent or surrogate recorded in the Member's medical record, including where appropriate, a signed medical release authorizing release of medical information by the Member.
16. Have access to services, when Medically Necessary, as determined by their primary or treating Provider/Practitioner, in consultation with the Claim Administrator, **24 hours** per day, **seven days** a week for Urgent or Emergency Health services, and for other health services as defined by this booklet.
17. Have access to translator services for Members who do not speak English as their first language, and translation services for hearing-impaired Members for communication with the Claim Administrator.
18. Receive a complete explanation of why services or benefits are denied, an opportunity to Appeal the decision to the Claim Administrator, the right to a secondary Appeal, and the right to request the Superintendent of Insurance assistance and to receive an answer within a reasonable time.
19. Make complaints or Appeals regarding the Claim Administrator or the care provided.
20. Continue an ongoing course of treatment for a period of at least **30 days** if the Member's Provider/Practitioner leaves the Provider/Practitioner network or if a new Member's Provider/Practitioner is not in the Provider/Practitioner network.
21. Make recommendations regarding the Claim Administrator's Members' rights and responsibilities policy.

## MEMBER RESPONSIBILITIES

All Members must:

1. Review this booklet and if there are questions contact our Presbyterian Customer Service Center at **(505) 923-5600** or **1-888-275-7737** (ASK PRES) for clarification of benefits, limitations, and exclusions outlined in this booklet.
2. Provide as much as possible, information that the Claim Administrator and Providers/Practitioners need in order to provide services or care or to oversee the quality of such care or services.
3. Follow both APS and the Claim Administrator's policies, procedures, and instructions for obtaining services and care.
4. Follow the plans and instructions for care that he/she has agreed upon with his/her Provider/Practitioner. A Member may, for personal reasons, refuse to accept treatment recommended by In-network Providers/Practitioners. An In-network Provider/Practitioner may regard such refusal as incompatible with the continuance of the Provider patient relationship and as obstructing the provision of proper medical care.
5. Notify the Claim Administrator immediately of any loss or theft of his/her Identification Card.
6. Refuse to allow any other person to use his/her Identification Card.
7. Advise an In-network Provider of coverage with the Claim Administrator at the time of service. Members may be required to pay for services if they do not inform their In-network Provider of their coverage.
8. Pay all required Copayments, Deductibles, and/or Coinsurance at the time services are rendered.
9. Be responsible for the payment of all services obtained prior to the effective date of this Plan and subsequent to its termination or cancellation.
10. Promise that all information given to the Claim Administrator in Applications for enrollment, questionnaires, forms or correspondence is true and complete.
11. Understand their health problems and participate in developing mutual agreed upon treatment goals to the degree possible.

## **GLOSSARY OF TERMS**

**ACCIDENTAL INJURY** means a bodily injury caused solely by external, traumatic, and unforeseen means. Accidental Injury does not include disease or infection, hernia, or cerebral vascular accident. Dental injury caused by chewing, biting, or malocclusion is not considered an Accidental Injury.

**ACUPUNCTURE** means the use of needles inserted into and removed from the body and the use of other devices, modalities and procedures at specific locations on the body for the prevention, cure or correction of any disease, illness, injury, pain or other condition by controlling and regulating the flow and balance of energy and functioning of the person to restore and maintain health.

**ADMISSION** means the period of time between the date a patient enters a Hospital or other facility as an Inpatient and the date he/she is discharged as an Inpatient. The date of Admission is the date of service for the hospitalization and all related services.

**ALCOHOLISM** means alcohol dependence or alcohol abuse meeting the criteria as stated in the Diagnostic and Statistical Manual IV for these disorders.

**AMBULANCE SERVICE** means a duly licensed transportation service, capable of providing Medically Necessary life support care in the event of a life-threatening situation.

**AMBULATORY SURGICAL FACILITY** means an appropriately licensed provider, with an organized staff of Provider that meets all of the following criteria:

- Has permanent facilities and equipment for the primary purpose of performing surgical procedures on an Outpatient basis;
- Provides treatment by or under the supervision of Provider and nursing services whenever the patient is in the facility;
- Does not provide Inpatient accommodations; and
- Is not a facility used primarily as an office or clinic for the private practice of a Provider or other professional provider.

**ANNUAL OUT-OF-POCKET MAXIMUM** means a specified dollar amount of Covered Services received during a benefit period that is the Member's responsibility.

**APPEAL** means a request from a Member, or their representative; or a Provider for reconsideration of an adverse organizational determination (denial, reduction, suspension or termination of a benefit).

**APPLICATION** means the form that an participant is required to complete when enrolling for Presbyterian Health Plan coverage.

**ATTENDING PROVIDER** means the doctor who is responsible for the patient's Hospital treatment or who is charged with the patient's overall care and who is responsible for directing the treatment program. A consulting Provider is not the Attending Provider. A Provider employed by the Hospital is not ordinarily the Attending Provider.

**AUTISM SPECTRUM DISORDER** means a condition that meets the diagnostic criteria for the pervasive development disorders published in the Diagnostic and Statistical Manual of Mental Disorders, published by the American Psychiatric Association, including Autistic Disorder; Asperger's Disorder; Pervasive Development Disorder not otherwise specific; Rett's Disorder; and Childhood Disintegrative Disorder.

**BIRTHING CENTER** means an alternative birthing facility licensed under state law, with care primarily provided by a Certified Nurse Midwife.

**CALENDAR YEAR** means the period beginning January 1 and ending December 31 of the same year.

**CALENDAR YEAR OUT-OF-POCKET MAXIMUM** means a specified dollar amount of Covered Services received during a benefit period that is the Member's responsibility.

**CERTIFIED NURSE-MIDWIFE** means a licensed Registered Nurse, certified by the American College of Nurse Midwives to administer Maternity care within the scope of the license.

**CHIROPRACTOR** means a person who is a Doctor of Chiropractic licensed by the appropriate governmental agency to practice chiropractic medicine.

**CO-DEPENDENCY** means behaviors learned by family Members or significant others in order to survive in an environment of great emotional pain and stress when a family Member is dependent upon the use of alcohol or drugs.

**COINSURANCE** means the amount, expressed as a percentage, of a covered health care expense that is partially paid by the Plan and partially the Member's responsibility to pay. The cost-sharing responsibility ends for most Covered Services in a particular Calendar Year when the Out-of-pocket Maximum has been reached.

**CONGENITAL ANOMALY** means any condition from birth significantly different from the common form, for example, a cleft palate or certain heart defects.

**COPAY/COPAYMENT** means the amount, expressed as a fixed-dollar figure, required to be paid by a Member in connection with Healthcare Services. Benefits payable by the Plan are reduced by the amount of the required Copayment for the covered service.

**COSMETIC SURGERY** means Surgery that is performed to reshape normal structures of the body in order to improve appearance and self-esteem.

**COVERED SERVICES** means services or supplies specified in this *Member Benefit Booklet*, including any supplements, endorsements, addenda, or riders, for which benefits are provided, subject to the terms, conditions, limitations, and exclusions of this *Member Benefit Booklet*.

**CUSTODIAL CARE** means care provided primarily for maintenance of the patient and designed essentially to assist in meeting the patient's daily activities. It is not provided for its therapeutic value in the treatment of an illness, disease, Accidental Injury, or condition. Custodial Care includes, but is not limited to, help in walking, bathing, dressing, eating, preparation of special diets, and supervision over self-administration of medication not requiring the constant attention of trained medical personnel.

**CUSTOM-FABRICATED ORTHOSIS** means an Orthosis, which is individually made for a specific patient starting with the basic materials including, but not limited to, plastic, metal, leather, or cloth in the form of sheets, bars, etc. It involves substantial work such as cutting, bending, molding, sewing, etc. It may involve the incorporation of some Prefabricated components. It involves more than trimming, bending, or making other modifications to a substantially Prefabricated item.

**DEDUCTIBLE** means the amount that must be paid for by you each Calendar Year toward Covered Services **before** health benefits for that Member will be paid by the Plan (except for those services requiring only a Copayment).

**DENTIST** means a Doctor of Dental Surgery (DDS) or Doctor of Medical Dentistry (DMA) who is licensed to practice prevention, diagnosis, and treatment of diseases, Accidental Injuries, and malformation of the teeth, mouth, and jaws.

**DEPENDENT** means any Member of a covered participant's family who meets the requirements of the Eligibility, Enrollment, Effective and Termination Dates Section, of this *Member Benefit Booklet* and is actually enrolled in the Plan.

**DIAGNOSTIC SERVICES** means procedures ordered by a Provider or other professional provider to determine a definite condition or disease.

**DURABLE MEDICAL EQUIPMENT** means equipment prescribed by a Provider that is Medically Necessary for the treatment of an illness or Accidental Injury, or to prevent the patient's further deterioration. This equipment is designed for repeated use, generally not useful in the absence of illness or Accidental Injury, and includes items such as oxygen or oxygen equipment, wheelchairs, Hospital beds, crutches, and other medical equipment.

**EMERGENCY MEDICAL CONDITION** means a medical condition which manifests itself by acute symptoms of sufficient severity, including severe pain, such that a prudent layperson, with an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in 1) serious jeopardy to your health, if pregnant the health of you or your unborn child; 2) serious impairment to the bodily functions; or 3) serious dysfunction of any bodily organ or part.

**EXPERIMENTAL/INVESTIGATIONAL** means any treatment, procedure, facility, equipment, drug, device, or supply not accepted as standard medical practice in the state services are provided. In addition, if a federal or other governmental agency approval is required for use of any items and such approval was not granted at the time services were administered, the service is Experimental. To be considered standard medical practice and **not** Experimental or Investigational, treatment must meet all five of the following criteria:

- A technology must have final approval from the appropriate regulatory government bodies;
- The scientific evidence as published in peer-reviewed literature must permit conclusions concerning the effect of the technology on health outcomes;
- The technology must improve the net health outcome;
- The technology must be as beneficial as any established alternatives; and
- The improvement must be attainable outside the Investigational settings.

**FREESTANDING DIALYSIS FACILITY** means a provider primarily engaged in providing dialysis treatment, maintenance, or training to patients on an Outpatient or home basis.

**FREESTANDING HEALTH CARE FACILITIES** are those that are stand alone and on its own and deliver many diagnostic and therapeutic services formerly provided only in hospitals.

**GENETIC INBORN ERRORS OF METABOLISM (IEM)** means a rare, inherited disorder that is present at birth, results in death or mental retardation if untreated, and requires consumption of Special Medical Foods. Categories of IEMs are as follows:

- Disorders of protein metabolism (i.e., amino acidopathies such as PKU, organic acidopathies, and urea cycle defects);
- Disorders of carbohydrate metabolism (i.e., carbohydrate intolerance disorders, glycogen storage disorders, disorders of gluconeogenesis and glycogenolysis); or
- Disorders of fat metabolism.

**GRIEVANCE** means an oral or written complaint submitted by or on behalf of a covered person regarding the:

- Availability, delivery or quality of Healthcare Services;
- Administrative practices of the healthcare insurer that affect the availability, delivery or quality of Healthcare Services;
- Claims payment, handling or reimbursement for Healthcare Services; or

- Matters pertaining to any aspect of the health benefits Plan.

**GROUP** means a bona fide employer covering employees of such employer for the benefit of persons other than the employer; or an association, including a labor union, that has a constitution and bylaws and is organized and maintained in good faith for purposes other than that of obtaining insurance.

**HEALTHCARE PROFESSIONAL** means a Provider or other healthcare practitioner, including a pharmacist, who is licensed, certified or otherwise authorized by the state to provide Healthcare Services consistent with state law.

**HEALTHCARE SERVICES** means services, supplies and procedures for the diagnosis, prevention, treatment, cure or relief of a health condition, illness, injury or disease, and includes, to the extent offered by the health benefits plan, physical and Behavioral Health, including community-based Behavioral Health.

**HOME HEALTH AGENCY** means an appropriately licensed provider that both:

- Brings Skilled Nursing and other services on an intermittent, visiting basis into the Member's home in accordance with the licensing regulations for home health agencies in New Mexico or in the locality where the services are administered, and
- Is responsible for supervising the delivery of these services under a plan prescribed and approved in writing by the Attending Provider.

**HOSPICE** means a duly licensed program or facility providing care and support to Terminally Ill Patients and their families.

**HOSPITAL** means a duly licensed provider that is a short-term, acute, general Hospital that meets all of the following criteria:

- Is a duly licensed institution;
- For compensation from its patients, is primarily engaged in providing Inpatient diagnostic and therapeutic services for the diagnosis, treatment, and care of injured and sick persons by or under the supervision of Provider;
- Has organized departments of medicine and major Surgery;
- Provides **24-hour** nursing service by or under the supervision of Registered Nurses;
- Is not, other than incidentally, a Skilled Nursing Facility, nursing home, Custodial Care home, health resort, spa, or sanitarium; and
- Is not a place for rest, for the aged, for the treatment of mental illness, Alcoholism, drug abuse, or pulmonary tuberculosis, and ordinarily does not provide Hospice or rehabilitation care, and is not a residential treatment facility.

**IDENTIFICATION CARD** or **ID CARD** means the card issued to the covered participant enrolled under this Plan.

**IMMUNOSUPPRESSIVE DRUGS (Inpatient only)** means drugs used to inhibit the human immune system. Some of the reasons for using Immunosuppressive Drugs include but are not limited to: (1) preventing transplant rejection; (2) supplementing chemotherapy; (3) treating certain diseases of the immune system (i.e., “auto-immune” diseases); (4) reducing inflammation; (5) relieving certain symptoms; and (6) other times when it may be helpful to suppress the human immune response.

**INDEPENDENT CLINICAL LABORATORY** means a laboratory that performs clinical procedures under the supervision of a Provider and that is not affiliated or associated with a Hospital, Provider, or Other Provider.

**IN-NETWORK PROVIDER** means Provider, Hospitals, and other Healthcare Professionals, facilities, and suppliers that have contracted with Presbyterian Health Plan as In-network Providers.

**INPATIENT** means a Member who has been admitted by a healthcare Provider/Practitioner to a Hospital for occupancy for the purposes of receiving Hospital services. Eligible Inpatient Hospital services shall be those acute care services rendered to Members who are registered bed patients, for which there is a room and board charge, and which are covered as defined in this Plan. Admissions are considered Inpatient based on medical necessity as identified in the Presbyterian Health Plan designated level of care criteria, regardless of the length of time spent in the Hospital.

**LICENSED ACUPUNCTURIST** means an Acupuncture practitioner who is licensed by the appropriate state authority. Certification alone does not meet the licensure requirement.

**LICENSED MASSAGE THERAPIST** means a person who is licensed by the appropriate state authority as a “Licensed Massage Therapist” or “LMT.” Certification alone does not meet the licensure requirement.

**LICENSED LAY MIDWIFE** means a person licensed by the state in which services are rendered to provide Healthcare Services in pregnancy and childbirth within the scope of New Mexico lay midwifery regulations.

**LICENSED PRACTICAL NURSE (LPN)** means a nurse who has graduated from a formal, practical nursing education program and is licensed by the appropriate state authority.

**MAINTENANCE THERAPY** means treatment that does not significantly enhance or increase the patient’s function or productivity.

**MATERNITY** means any condition that is pregnancy related. Maternity care includes prenatal and postnatal care, and care for the complications of pregnancy, such as ectopic pregnancy, spontaneous abortion (miscarriage), or cesarean section.

**MEDICAID** means Title XIX of the Social Security Act and all amendments thereto.

**MEDICAL CARE** means professional services administered by a Provider or another professional provider for the treatment of an illness or Accidental Injury.

**MEDICALLY NECESSARY** means a service or supply is Medically Necessary when it is provided to diagnose or treat a covered medical condition, is a service or supply that is covered under the Plan, and is determined by Presbyterian Health Plan's medical director to meet all of the following conditions:

- It is medical in nature; and
- It is recommended by the treating Provider; and
- It is the most appropriate supply or level of service, taking into consideration:
  - Potential benefits;
  - Potential harms;
  - Cost, when choosing between alternative that are equally effective;
  - Cost-effectiveness, when compared to the alternative services or supplies;
- It is known to be effective in improving health outcomes as determined by credible scientific evidence published in the peer-reviewed medical literature (for established services or supplies, professional standards and expert opinion may also be taken into account); and
- It is not for the convenience of the Member, the treating Provider, the Hospital, or any other healthcare provider.

**MEDICARE** means the program of health care for the aged, end-stage renal disease (ESRD) beneficiaries, and disabled, established by Title XVIII of the Social Security Act and all amendments thereto.

**MEDICARE ALLOWABLE** means a fee schedule with a complete listing of fees used by Medicare to pay doctors, hospitals, or other providers/suppliers. This comprehensive listing of fee maximums is used to reimburse a provider and/or other providers for services rendered on a fee-for-service basis. Centers for Medicare & Medicaid Services develops fee schedules for providers, ambulance services, clinical laboratory services, and durable medical equipment, prosthetics, orthotics, and supplies.

**MEDICARE SUPPLEMENTAL COVERAGE** means healthcare coverage that provides supplemental benefits to Medicare coverage.

**MEMBER** means the eligible employee or Dependent that is enrolled under this Plan.

**MEMBER BENEFIT BOOKLET (MBB)** means this booklet.

**MENTAL HEALTH** means the absence of behavioral illness. Individuals are considered mentally healthy if they are comfortable with their life situation and their behavior does not conflict with their associates or the rest of society.

**NEGOTIATED FEE SCHEDULE** means the contracted amount that Presbyterian Health Plan agrees to pay to In-network Providers for Hospital, professional services, and other charges, and for which In-network Providers agree to accept as payment for services rendered to Members.

**NMRHCA** is the New Mexico Retiree Health Care Authority.

**OBSERVATION** means those furnished by a Hospital and Provider/Practitioner on the Hospital's premises. These services may include the use of a bed and periodic monitoring by a Hospital's nursing staff, which are reasonable and necessary to evaluate an Outpatient's condition or determine the need for a possible Admission to the Hospital as an Inpatient, or where rapid improvement of the patient's condition is anticipated or occurs. When a Hospital places a patient under Outpatient Observation stay, it is on the Provider's/Practitioner's written order. If not formally admitted as an Inpatient, the patient initially is treated as an Outpatient. The Member must meet the Presbyterian Health Plan designed level of care criteria to be considered an inpatient admission. The length of time spent in the Hospital is not the sole factor determining observation versus Inpatient status.

**OCCUPATIONAL THERAPIST** means a person registered to practice occupational therapy. An occupational therapist treats neuromuscular and psychological dysfunction, caused by disease, trauma, Congenital Anomaly, or prior therapeutic process, with specific tasks or goals directed activities designed to improve functional performance of the patient.

**ORTHOPEDIC APPLIANCES/ORTHOTIC DEVICE/ORTHOSIS** means an individualized rigid or semi-rigid supportive device constructed and fitted by a licensed orthopedic technician, which supports or eliminates motion of a weak or diseased body part. Examples of Orthopedic Appliances are functional hand or leg brace, Milwaukee Brace, or fracture brace.

**OTHER PROVIDER** means a person or facility other than a Hospital that is licensed in the state where services are rendered, to administer Covered Services. Other Providers include:

- An institution or entity only listed as:
  - Ambulance Provider
  - Ambulatory Surgical Facility
  - Birthing Center
  - Durable Medical Equipment Supplier
  - Freestanding Dialysis Facility
  - Home Health Agency
  - Hospice Agency
  - Independent Clinical Laboratory
  - Pharmacy
  - Rehabilitation Hospital
  - Urgent Care Facility
- A person or practitioner only listed as:
  - Certified Nurse Midwife
  - Certified Registered Nurse Anesthetist

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- Chiropractor
- Dentist
- Licensed Acupuncturist
- Licensed Practical Nurse
- Occupational Therapist
- Physical Therapist
- Podiatrist
- Licensed Lay Midwife
- Registered Nurse
- Respiratory Therapist
- Speech Therapist

**OUT-OF-NETWORK PROVIDER** means a duly licensed healthcare provider, including a medical facility, which has no agreement with Presbyterian Health Plan for reimbursement of services to Members.

**OUT-OF-POCKET MAXIMUM** means a specified dollar amount of Covered Services received in a Calendar Year that is the Member's responsibility, which is determined by the benefit level for the services received. It **does not include** expenses in excess of negotiated fees, Medicare Allowable Amounts, prescription drug Copayments, non-covered expenses, and specifically excluded expenses and services. The Out-of-network, Out-of-pocket expenses do **not** accrue toward the Out-of-pocket Maximum and vice versa.

**OUTPATIENT** means care received in a Hospital department, Ambulatory Surgical Facility, Urgent Care facility, or Provider's office where the patient leaves the same day.

**PHP VIDEO VISIT** means a virtual visit with a contracted MeMD provider. These visits are scheduled through the myPRES Portal.

**PHOTOPHORESIS** means the use of photosensitizing chemicals and special therapy to treat the blood of patients with certain cancers of the skin. The blood circulates through a computerized pheresis unit, which destroys the abnormal cells in the body as they circulate from the skin to the blood.

**PHYSICAL THERAPIST** means a licensed Physical Therapist. Where there is no licensure law, the Physical Therapist must be certified by the appropriate professional body. A Physical Therapist treats disease or Accidental Injury by physical and mechanical means.

**PODIATRIST** means a licensed Doctor of Podiatric Medicine (DPM). A Podiatrist treats conditions of the feet.

**PRESBYTERIAN HEALTH PLAN, INC.** means Presbyterian Health Plan, a corporation organized under the laws of the State of New Mexico.

**PREFABRICATED ORTHOSIS** means an Orthosis, which is manufactured in quantity without a specific patient in mind. Prefabricated Orthosis may be trimmed, bent, molded (with or without heat), or otherwise modified for use by a specific patient (i.e., custom fitted). An Orthosis that is assembled from Prefabricated components is considered Prefabricated. Any Orthosis that does not meet the definition of a Custom-Fabricated Orthosis is considered Prefabricated.

**PRESCRIPTION DRUGS** means those drugs that, by Federal law, require a Physician's prescription for purchase.

**PRIOR AUTHORIZATION** means the process whereby Presbyterian Health Plan or Presbyterian Health Plan's delegated provider contractor reviews and approves, in advance, the provision of certain Covered Services to Members before those services are rendered. If a required **Prior Authorization** is not obtained for services rendered by an Out-of-network Provider, the Member may be responsible for the resulting charges. Services rendered beyond the scope of the **Prior Authorization** may not be covered.

**PROSTHESIS, PROSTHETIC DEVICE** means an externally attached or surgically implanted artificial substitute for an absent body part, for example, an artificial eye or limb.

**PROVIDER** means a duly licensed Hospital, duly licensed practitioner of the health arts acting within the scope of his/her license, or Other Provider performing within the scope of the appropriate licensure.

**REASONABLE CHARGE OR REASONABLE AND CUSTOMARY (R&C) CHARGE** means the amount determined to be payable by Presbyterian Health Plan for services rendered to Members by Out-of-network Providers, based upon the following criteria:

- Fees that a professional Provider usually charges for a given service;
- Fees which fall within the range of usual charges for a given service filed by most professional Providers in the same locality who have similar training and experience; and
- Fees which are usual and customary or which could not be considered excessive in particular case because of unusual circumstances.

**REGISTERED LAY MIDWIFE** means a person licensed by the state in which services are rendered to provide Health Care Services in pregnancy and childbirth within the scope of New Mexico lay midwifery regulations.

**REGISTERED NURSE (RN)** means a nurse who has graduated from a formal program of nursing education diploma school, associated degree, or baccalaureate program and is licensed by appropriate state authority.

**REHABILITATION HOSPITAL** means an appropriately licensed facility that, for compensation from its patients, provides rehabilitation care services on an Inpatient basis. Rehabilitation care services consist of the combined use of medical, social, educational, and vocational services to enable patients disabled by illness or Accidental Injury to achieve the highest possible functional ability. Services are provided by or under the supervision of an

organized staff of Providers. Continuous nursing services are provided under the supervision of a Registered Nurse.

**RESPIRATORY THERAPIST** means a person qualified for employment in the field of respiratory therapy. A respiratory therapist assists patients with breathing problems.

**SEMI-PRIVATE** means a two or more bed Hospital room, Skilled Nursing Facility or other healthcare facility or program.

**SERVICE AREA** means the entire state of New Mexico.

**SKILLED NURSING CARE** means services that can be provided only by someone with at least the qualifications of a Licensed Practical Nurse or Registered Nurse.

**SKILLED NURSING FACILITY** means an institution that is licensed under state law to provide Skilled Nursing Care services.

**SPECIAL CARE UNIT** means a designated unit that has concentrated all facilities, equipment, and supportive devices for the provision of an intensive level of care for critically ill patients.

**SPECIALIST** means a Doctor of Medicine (MD) or Doctor of Osteopathy (DO). A Specialist is not a family practitioner, general practitioner, pediatrician, or internist.

**SPECIAL MEDICAL FOODS** means nutritional substances in any form that are:

- Formulated to be consumed or administered internally under the supervision of a Provider and prescribed by a Provider;
- Specifically processed or formulated to be distinct in one or more nutrients present in natural food;
- Intended for the medical and nutritional management of Members with limited capacity to metabolize ordinary foodstuffs or certain nutrients contained in ordinary foodstuffs or who have other specific nutrient requirements as established by medical evaluation; and
- Essential to optimize growth, health and metabolic homeostasis.

**SPEECH THERAPIST** means a speech pathologist certified by the American Speech and Hearing Association. A Speech Therapist assists patients in overcoming speech disorders.

**SURGERY** means the performance of generally accepted operative and cutting procedures, including:

- Specialized instrumentation, endoscopic examinations, and other invasive procedures;
- Correction of fractures and dislocations; and
- Usual and related preoperative and postoperative care.

**TEFRA** means Federal law regarding the working aged.

**TELEMEDICINE** means the use of telecommunications and information technology to provide clinical healthcare from a distance. Telemedicine allows healthcare professionals to evaluate, diagnose and treat patients in remote locations using telecommunications and technology in real time or asynchronously, including the use of interactive simultaneous audio and video or store-and-forward technology, or remote patient monitoring and telecommunications in order to deliver healthcare services to a site where the patient is located, along with the use of electronic media and health information. Telemedicine allows patients in remote locations to access medical expertise without travel.

**TERMINALLY ILL PATIENT** means a Member with a life expectancy of six months or less as certified in writing by the Attending Provider.

**TOTAL ALLOWABLE CHARGES** means, for In-network Providers, the Total Allowable Charges may not exceed the amount the In-network Provider has agreed to accept from Presbyterian Health Plan for a service. For Out-of-network Providers, the Total Allowable Charges may not exceed the **Reasonable and Customary Charge** as determined by Presbyterian Health Plan for a service.

**URGENT CARE** means medically necessary healthcare services received for an unforeseen condition that is not life-threatening. This condition does, however, require prompt medical attention to prevent a serious deterioration in your health (e.g., high fever, cuts requiring stitches).

**URGENT ILLNESS** means an unexpected illness that is non-life-threatening that requires prompt medical attention. Some examples of urgent situations include: sprains, strains, vomiting, cramps, diarrhea, bumps, bruises, fever, small lacerations, minor burns, severe stomach pain, swollen glands, rashes, poisoning and back pain.

**WELL CHILD CARE** means routine pediatric care through the age of 72 months, and includes a history, physical examination, developmental assessment, anticipatory guidance, and appropriate immunizations and laboratory tests in accordance with prevailing medical standards as published by the American Academy of Pediatrics.

# **NOTICE OF PRIVACY PRACTICES**

## **THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.**

This Notice is effective as of April 14, 2003 and shall remain in effect until you are notified of any changes, modifications or amendments. This Notice applies to health information the New Mexico Retiree Health Care Authority Plan (the "Plan") creates or receives about you. You may receive notices about your medical information and how it is handled by other plans or insurers. The Health Insurance Portability and Accountability Act of 1996, as amended ("HIPAA"), mandated the issuance of regulations to protect the privacy of individually identifiable health information, which were issued at 45 CFR Parts 160 through 164 (the "Privacy Regulations"). As a participant or beneficiary of the Plan, you are entitled to receive a notice of the Plan's privacy procedures with respect to your health information that is created or received by the Plan (your "Protected Health Information" or "PHI"). This Notice is intended to inform you about how the Plan will use or disclose your PHI; your privacy rights with respect to the PHI; the Plan's duties with respect to your PHI; your right to file a complaint with the Plan or with the Secretary of the U.S. Department of Health and Human Services ("HHS"); and the office to contact for further information about the Plan's privacy practices.

### **How the Plan Will Use or Disclose Your PHI**

Other than the uses or disclosures discussed below, any use or disclosure of your PHI will be made only with your written authorization. Any authorization by you must be in writing. You will receive a copy of any authorization you sign. You may revoke your authorization in writing, except your revocation cannot be effective to the extent the Plan has taken any action relying on your authorization for disclosure. Your authorization may not be revoked if your authorization was obtained as a condition for obtaining insurance coverage and any law provides the insurer with the right to contest a claim under the policy or the policy itself provides such right.

When using or disclosing PHI or when requesting PHI from another covered entity, the Plan will make reasonable efforts not to use, disclose or request more than the minimum amount of PHI necessary to accomplish the intended purpose of the use, disclosure or request, taking into consideration practical and technological limitations. However, the minimum necessary standard will not apply in the following situations:

- Disclosures to or requests by a health care Provider for treatment;
- Uses or disclosures made to the individual;
- Disclosures made to HHS;
- Uses or disclosures that are required by law;
- Uses or disclosures that are required for the Plan's compliance with legal regulations; and
- Uses and disclosures made pursuant to a valid authorization.

The following uses and disclosures of your PHI may be made by the Plan:

*For Payment.* Your PHI may be used or disclosed to obtain payment, including disclosures for coordination of benefits paid with other plans and medical payment coverages; disclosures for subrogation in order for the Plan to pursue recovery of benefits paid from parties who caused or contributed to the injury or illness; disclosures to determine if the claim for benefits are Covered under the Plan; are Medically Necessary Experimental, or Investigational; and disclosures to obtain reimbursement under insurance, reinsurance, stop loss or excessive loss policies providing reimbursement for the benefits paid under the Plan on your behalf. Your PHI may be disclosed to other health plans maintained by the Plan sponsor for any of the purposes described above.

*For the Plan's Operations.* Your PHI may be used as part of the Plan's health care operations. Health care operations include quality assurance, underwriting and premium rating to obtain renewal coverage, and other activities that are related to creating, renewing, or replacing the contract of health insurance or health benefits or securing or placing a contract for reinsurance of risk, including stop loss insurance, reviewing the competence and qualification of health care Providers and conducting cost management and quality improvement activities, and customer service and resolution of internal Grievances.

**The following use and disclosure of your PHI may only be made by the Plan with your written authorization or by providing you with an opportunity to agree or object to the disclosure:**

*To Individuals Involved in Your Care.* The Plan is permitted to disclose your PHI to your family Members, other relatives and your close personal friends if:

- The information is directly relevant to the family or friend's involvement with your care or payment for that care; and
- You either have agreed to the disclosure or have been given an opportunity to object and have not objected.

The following uses and disclosures of your PHI may be made by the Plan without your authorization or without providing you with an opportunity to agree or object to the disclosure:

*For Appointment Reminders.* Your PHI may be used so that the Plan, or one of its contracted/preferred service Providers, may contact you to provide appointment reminders, information on treatment alternatives, or other health related benefits and services that may be of interest to you, such as case management, disease management, wellness programs, or employee assistance programs.

*To the Plan Sponsor.* PHI may be provided to the sponsor of the Plan provided that the sponsor has certified that this PHI will not be used for any other benefits, employee benefit plans or employment-related activities.

*When Required by Law.* The Plan may also be required to use or disclose your PHI as required by law. For example, the law may require reporting of certain types of wounds or a disclosure to comply with a court order, a warrant, a subpoena, a summons, or a grand jury subpoena received by the Plan.

*For Workers' Compensation.* The Plan may disclose your PHI as authorized by and to the extent necessary to comply with laws relating to workers' compensation or other similar programs, established by law, that provide benefits for work-related injuries or illnesses without regard to fault.

*For Public Health Activities.* When permitted for purposes of public health activities, including when necessary to report product defects, to permit product recalls and to conduct post-marketing surveillance. Your PHI may also be used or disclosed if you have been exposed to a communicable disease or are at risk of spreading a disease or condition, if authorized or required by law.

*To Report Abuse, Neglect or Domestic Violence.* When authorized or required by law to report information about abuse, neglect or domestic violence to public authorities if there exists a reasonable belief that you may be a victim of abuse, neglect or domestic violence. In such case, the Plan will promptly inform you that such a disclosure has been or will be made unless that notice would cause a risk of serious harm. For the purpose of reporting child abuse or neglect, the Plan is not required to inform the minor that such a disclosure has been or will be made. Disclosure may generally be made to the minor's parents or other representatives, although there may be circumstances under federal or state law when the parents or other representatives may not be given access to a minor's PHI.

*For Public Health Oversight Activities.* The Plan may disclose your PHI to a public health oversight agency for oversight activities authorized or required by law. This includes uses or disclosures in civil, administrative or criminal investigations; inspections; licensure or disciplinary actions (for example, to investigate complaints against Providers); and other activities necessary for appropriate oversight of government benefit programs (for example, to investigate Medicare or Medicaid fraud).

*For Judicial or Administrative Proceedings.* The Plan may disclose your PHI when required for judicial or administrative proceedings. For example, your PHI may be disclosed in response to a subpoena or discovery request provided certain conditions are met. One of those conditions is that satisfactory assurances must be given to the Plan that the requesting party has made a good faith attempt to provide written notice to you, and the notice provided sufficient information about the proceeding to permit you to raise an objection and no objections were raised or any raised were resolved in favor of disclosure by the court or tribunal.

*For Other Law Enforcement Purposes.* The Plan may disclose your PHI for other law enforcement purposes, including for the purpose of identifying or locating a suspect, fugitive, material witness or missing person. Disclosures for law enforcement purposes include disclosing

information about an individual who is or is suspected to be a victim of a crime, but only if the individual agrees to the disclosure, or the Plan is unable to obtain the individual's agreement because of emergency circumstances. Furthermore, the law enforcement official must represent that the information is not intended to be used against the individual, the immediate law enforcement activity would be materially and adversely affected by waiting to obtain the individual's agreement, and disclosure is in the best interest of the individual as determined by the exercise of the Plan's best judgment.

*To a Coroner or Medical Examiner.* When required to be given to a coroner or medical examiner for the purpose of identifying a deceased person, determining a cause of death or other duties as authorized or required by law. Also, disclosure is permitted to funeral directors, consistent with applicable law, as necessary to carry out their duties with respect to the decedent.

*For Research.* The Plan may use or disclose PHI for research, subject to certain conditions.

*To Prevent or Lessen a Serious and Imminent Threat.* When consistent with applicable law and standards of ethical conduct, if the Plan, in good faith, believes the use or disclosure is necessary to prevent or lessen a serious and imminent threat to the health or safety of a person or the public and the disclosure is to a person reasonably able to prevent or lessen the threat, including the target of the threat.

*State Privacy Laws.* Some of the uses or disclosures described in this Notice may be prohibited or materially limited by other applicable state laws to the extent such laws are more stringent than the Privacy Regulations. The Plan shall comply with any applicable state laws that are more stringent when using or disclosing your PHI for any purposes described by this Notice.

## **Your Privacy Rights With Respect to PHI**

### *Right to Request Restrictions on PHI Uses and Disclosures*

You may request the Plan to restrict uses and disclosures of your PHI to carry out treatment, payment or health care operations, or to restrict uses and disclosures to family Members, relatives, friends or other persons identified by you who are involved in your care or payment for your care. However, the Plan is not required to agree to your request. The Plan will accommodate reasonable requests to receive communications of PHI by alternative means or at alternative locations. You or your personal representative will be required to complete a form to request restrictions on uses and disclosures of your PHI.

### *Right to Inspect and Copy PHI*

You have a right to inspect and obtain a copy of your PHI contained in a "designated record set," for as long as the Plan maintains the PHI, other than psychotherapy notes and any information compiled in reasonable anticipation of or for the use of civil, criminal, or administrative actions or proceedings or PHI that is maintained by a covered entity that is a clinical laboratory.

Psychotherapy notes are separately filed notes about your conversations with your Mental Health professional during a counseling session. Psychotherapy notes do not include summary information about your Mental Health treatment.

A "designated record set" includes the medical records and billing records about individuals maintained by or for a covered health care Provider; enrollment, payment, billing, claims adjudication and case or medical management record systems maintained by or for the Plan; or other information used in whole or in part by or for the Plan to make decisions about individuals. Information used for quality control or peer review analyses and not used to make decisions about individuals is not in the designated record set.

You or your personal representative will be required to complete a form to request access to the PHI in your designated record set. If access is denied, you or your personal representative will be provided with a written denial setting forth the basis for the denial, a statement of your review rights, a description of how you may exercise those review rights and a description of how you may complain to HHS.

#### *Right to Amend*

You have the right to request the Plan to amend your PHI or a record about you in a designated record set for as long as the PHI is maintained in the designated record set. If the request is denied in whole or part, the Plan must provide you with a written denial that explains the basis for the denial. You or your personal representative may then submit a written statement disagreeing with the denial and have that statement included with any future disclosures of your PHI.

You or your personal representative will be required to complete a form to request amendment of the PHI in your designated record set. **You must make requests for amendments in writing and provide a reason to support your requested amendment.**

#### *Right to Receive an Accounting of PHI Disclosures*

At your request, the Plan will also provide you with an accounting of disclosures by the Plan of your PHI during the six years prior to the date of your request. However, such accounting need not include PHI disclosures made: (1) to carry out treatment, payment or health care operations; (2) to individuals about their own PHI; (3) pursuant to a valid authorization; (4) incident to a use or disclosure otherwise permitted or required under the Privacy Regulations; (5) as part of a limited data set; or (6) prior to the date the Privacy Regulations were effective for the Plan on April 14, 2003. If you request more than one accounting within a 12-month period, the Plan will charge a reasonable, cost-based fee for each subsequent accounting.

### *Right to Receive Confidential Communications*

You have the right to request to receive confidential communications of your PHI. This may be provided to you by alternative means or at alternative locations if you clearly state that the disclosure of all or part of the information could endanger you.

### *Right to Receive a Paper Copy of This Notice Upon Request*

To obtain a paper copy of this Notice, contact the Privacy Official at the address and telephone number set forth in the Contact Information section below.

### *A Note About Personal Representatives*

You may exercise your rights through a personal representative. Your personal representative will be required to produce evidence of his or her authority to act on your behalf before that person will be given access to your PHI or allowed to take any action for you. Proof of such authority may take one of the following forms:

- A power of attorney for health care purposes, notarized by a notary public;
- A court order of appointment of the person as the conservator or guardian of the individual; or
- An individual who is the parent of a minor child.

The Plan retains discretion to deny access to your PHI to a personal representative to provide protection to those vulnerable people who depend on others to exercise their rights under these rules and who may be subject to abuse or neglect. This also applies to personal representatives of minors.

### **The Plan's Duties With Respect to Your PHI**

The Plan has the following duties with respect to your PHI:

- The Plan is required by law to maintain the privacy of PHI and provide individuals with notice of its legal duties and privacy practices with respect to the PHI.
- The Plan is required to abide by the terms of the notice that are currently in effect.
- The Plan reserves the right to make amendments or changes to any and all of its privacy policies and practices described in this Notice and to apply such changes to all PHI the Plan maintains. Any PHI that the Plan previously received or created will be subject to such revised policies and practices and the Plan may make the changes applicable to all PHI it receives or maintains. Any revised version of this Notice will be distributed within 60 days of the effective date of any material change to the uses or disclosures, the individual's rights, the duties of the Plan or other privacy practices stated in this Notice.

### **Your Right to File a Complaint**

You have the right to file a complaint with the Plan or HHS if you believe that your privacy rights have been violated. You may file a complaint with the Plan by filing a written notice with the Complaint Official, describing when you believe the violation occurred, and what you believe the violation was. You will not be retaliated against for filing a complaint.

### **Contact Information**

If you would like to exercise any of your rights described in this Notice or to receive further information regarding HIPAA privacy, how the Plan uses or discloses your PHI, or your rights under HIPAA, you should contact the New Mexico Retiree Health Care Authority.

## ACCEPTANCE PAGE

The New Mexico Retiree Health Care Authority (NMRHCA) agrees that the provisions contained in this Plan Document are acceptable and will be the basis for the administration of the NMRCHA HMO Medical Plan.

By:

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Date