



1515 North Saint Joseph Avenue  
P.O. Box 8000  
Marshfield, WI 54449-8000  
1-888-298-4650  
TTY 711

## Formal Provider Appeal

**For formal appeals only. Do not use for corrected claims or reconsideration requests.**

Provider name (print) \_\_\_\_\_

Practice name \_\_\_\_\_

Select one: ☐ Pre-service ☐ Post-service

Patient name (print) \_\_\_\_\_ Date of Birth (mm/dd/yyyy) \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Subscriber ID \_\_\_\_\_

Service date(s) \_\_\_\_\_ Claim number (ICN) \_\_\_\_\_

Remit/Statement date (m/d/y) \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Date of billing (m/d/y) \_\_\_\_ / \_\_\_\_ / \_\_\_\_

CPT/HCPCS code(s) \_\_\_\_\_ Is the denial member's responsibility: ☐ Yes ☐ No

Total billed charges \_\_\_\_\_

Explain in detail why you feel we should review and reconsider our decision on the charge(s) in question.

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Please submit any additional information that may apply to your formal appeal. If medical records are submitted, indicate in the medical record where it supports your appeal. Also attach a copy of your claim or statement.

Please provide information for the individual submitting the appeal.

**NOTE:** This will be the address we mail your appeal decision letter to.

Name (print) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_ ZIP \_\_\_\_\_

Telephone number \_\_\_\_\_

Date submitted (m/d/y) \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Completed appeals should be returned to:

MyAdvocate  
Attn: Provider Appeals  
P.O. Box 8000  
Marshfield, WI 54449-8000

Fax: 715-221-9650  
ProviderAppeals@MyAdvocateMA.com