# Coventry Health Care of Louisiana Formerly Maxicare Louisiana





2002

## A Health Maintenance Organization



**Serving:** The New Orleans, Slidell and Baton Rouge area

Enrollment in this Plan is limited. You must live or work in our Geographic service area to enroll. See page 6 for requirements.

**Enrollment codes for this Plan:** 

**Baton Rouge area** JA1 Self Only JA2 Self and Family

New Orleans area BJ1 Self Only BJ2 Self and Family

Special Notice: Effective contract year 2002

Coventry Health Care of Louisiana split their service and enrollment are into two rating areas. Enrollment code BJ is assigned to the New Orleans service and enrollment area. Enrollment code JA is assigned to the Baton Rouge service and enrollment. During the 2001 Open Season

Federal subscribers in the current code JA that reside in the parishes in the New Orleans service and enrollment area must make a positive election to enroll in the new enrollment code BJ.

Authorized for distribution by the:



United States Office of Personnel Management

Retirement and Insurance Service http://www.opm.gov/insure



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#### Introduction

Coventry Health Care of Louisiana, Inc. 2424 Edenborn Ave., Suite 350 Metairie, Louisiana 70001

This brochure describes the benefits of Coventry Health Care of Louisiana, Inc. under our contract (CS 2050) with the Office of Personnel Management (OPM), as authorized by the Federal Employees Health Benefits law. This brochure is the official statement of benefits. No oral statement can modify or otherwise affect the benefits, limitations, and exclusions of this brochure.

If you are enrolled in this Plan, you are entitled to the benefits described in this brochure. If you are enrolled for Self and Family coverage, each eligible family member is also entitled to these benefits. You do not have a right to benefits that were available before January 1, 2002, unless those benefits are also shown in this brochure.

OPM negotiates benefits and rates with each plan annually. Benefit changes are effective January 1, 2002, and are summarized on page 8. Rates are shown at the end of this brochure.

## **Plain Language**

Teams of Government and health plans' staff worked on all FEHB brochures to make them responsive, accessible, and understandable to the public. For instance,

- Except for necessary technical terms, we use common words. For instance, "you" means the enrollee or family member; "we" means Coventry Health Care of Louisiana, Inc..
- We limit acronyms to ones you know. FEHB is the Federal Employees Health Benefits Program. OPM is the Office of Personnel Management. If we use others, we tell you what they mean first.
- Our brochure and other FEHB plans' brochures have the same format and similar descriptions to help you compare plans.

If you have comments or suggestions about how to improve this brochure, let us know. Visit OPM's "Rate Us" feedback area at <a href="www.opm.gov/insure">www.opm.gov/insure</a> or e-mail us at <a href="fehbwebcomments@opm.gov">fehbwebcomments@opm.gov</a>. You may also write to OPM at the Office of Personnel Management, Office of Insurance Planning and Evaluation Division, 1900 E Street, NW Washington, DC 20415-3650.

## **Inspector General Advisory**

#### Stop health care fraud!

Fraud increases the cost of health care for everyone. If you suspect that a physician, pharmacy, or hospital has charged you for services you did not receive, billed you twice for the same service, or misrepresented any information, do the following:

- Call the provider and ask for an explanation. There may be an error.
- If the provider does not resolve the matter, call us at 1-800/341-6613 and explain the situation.
- If we do not resolve the issue, call or write

#### THE HEALTH CARE FRAUD HOTLINE 202/418-3300

The United States Office of Personnel Management Office of the Inspector General Fraud Hotline 1900 E Street, NW, Room 6400 Washington, DC 20415

Penalties for Fraud

Anyone who falsifies a claim to obtain FEHB Program benefits can be prosecuted for fraud. Also, the Inspector General may investigate anyone who uses an ID card if the person tries to obtain services for someone who is not an eligible family member, or is no longer enrolled in the Plan and tries to obtain benefits. Your agency may also take administrative action against you.

## Section 1. Facts about this HMO plan

This Plan is a health maintenance organization (HMO). We require you to see specific physicians, hospitals, and other providers that contract with us. These Plan providers coordinate your health care services.

HMOs emphasize preventive care such as routine office visits, physical exams, well-baby care, and immunizations, in addition to treatment for illness and injury. Our providers follow generally accepted medical practice when prescribing any course of treatment.

When you receive services from Plan providers, you will not have to submit claim forms or pay bills. You only pay the copayments, coinsurance, and deductibles described in this brochure. When you receive emergency services from non-Plan providers, you may have to submit claim forms.

You should join an HMO because you prefer the plan's benefits, not because a particular provider is available. You cannot change plans because a provider leaves our Plan. We cannot guarantee that any one physician, hospital, or other provider will be available and/or remain under contract with us.

#### How we pay providers

We contract with individual physicians, medical groups, and hospitals to provide the benefits in this brochure. These Plan providers accept a negotiated payment from us, and you will only be responsible for your copayments or coinsurance.

If you have any questions regarding choosing a doctor, please call our Member Services Department at 800/341-6613.

The Plan's provider directory lists primary care doctors (generally family practitioners, pediatricians, and internists) with their locations and phone numbers, and notes whether or not the doctor is accepting new patients. Directories are updated on a regular basis and are available at the time of enrollment or upon request by calling the Member Services Department at 800/341-6613; you can also find out if your doctor participates with this Plan by calling this number. If you are interested in receiving care from a specific provider who is listed in the directory, call the provider to verify that he or she still participates with the Plan and is accepting new patients. Important note: When you enroll in this Plan, services (except for emergency benefits) are provided through the Plan's delivery system; the continued availability and/or participation of any one doctor, hospital, or other provider, cannot be guaranteed.

If you are receiving services from a doctor who leaves the Plan, the Plan will pay for covered services until the Plan can arrange with you for you to be seen by another participating doctor.

#### **Your Rights**

OPM requires that all FEHB Plans provide certain information to their FEHB members. You may get information about us, our networks, providers, and facilities. OPM's FEHB website (<a href="www.opm.gov/insure">www.opm.gov/insure</a>) lists the specific types of information that we must make available to you. Some of the required information is listed below.

- Coventry Health Care is a Federally qualified health maintenance organization (HMO)
- Profit status For profit

If you want more information about us, call 800/341-6613, or write to Coventry Health Care of Louisiana, Inc., 2424 Edenborn Ave., Suite 350, Metairie, LA 70001. You may also contact us by fax at 504/834-2694.

#### Service Area

To enroll with us, you must live or work in our service area. This is where our providers practice. New Orleans service area: Jefferson, Orleans, Plaquemines, St. Bernard, St. Charles and St. Tammany.

Baton Rouge service area: Ascension, Livington, St. John the Baptist, East Baton Rouge, West Baton Rouge, Assumption, East Feliciana, Iberville, Lafayette, Pointe Coupee, St. Helena, St. James, Tangipahoa, Vermillion, West Feliciana and Washington.

Ordinarily, you must get your care from providers who contract with us. If you receive care outside our service area, we will pay only for emergency care benefits. We will not pay for any other health care services out of our service area unless the services have prior plan approval.

If you or a covered family member move outside of our service area, you can enroll in another plan. If your dependents live out of the area (for example, if your child goes to college in another state), you should consider enrolling in a fee-for-service plan or an HMO that has agreements with affiliates in other areas. If you or a family member move, you do not have to wait until Open Season to change plans. Contact your employing or retirement office.

## Section 2. How we change for 2002

Do not rely on these change descriptions; this page is not an official statement of benefits. For that, go to Section 5 Benefits. Also, we edited and clarified language throughout this brochure; any language change not shown here is a clarification that does not change benefits.

#### Changes to this Plan

- Your share of the non-Postal premium for Enrollment Code JA will increase by 55% for Self Only or 62.1% for Self and Family, and for the Enrollment Code BJ the percentage increase/decrease is N/A.
- The plan will be split the current service and enrollment area into two rating areas; New Orleans, and Baton Rouge. See page 6.
- The physician office visit copay will increase from \$10 to \$15 per visit.
- Lab and x-rays provided during office visits are now covered at no charge. Previously, lab and x-rays were covered at \$2 copay.
- Durable medical equipment is covered at no charge up to a \$1,000 maximum per calendar year. Previously, durable medical equipment was covered at 20% of charges up to a \$750 maximum per calendar year.
- Prosthetic devices are covered at no charge up to a \$1,000 maximum per calendar year. Previously, prosthetic devices were covered at 50% of charges.
- Allergy testing is now covered at 50% of charges. Previously, allergy testing was covered at \$10 copay.
- Short-term rehabilitative therapies (physical, speech and occupational) are now covered at 20% of charges. Previously, short-term rehabilitative therapies (physical, speech and occupational) were covered at \$10 copay.
- Inpatient hospitalization is now covered at a \$100 copay per day up to a \$300 maximum per admission. Previously, inpatient hospitalization was covered at nothing.
- Outpatient surgery is now covered at a \$50 copay. Previously, outpatient surgery was covered at nothing.
- Emergency room visits at a hospital (within or outside the service area) is now covered at \$50 copay per visit. Previously, emergency room visits at a hospital (within or outside the service area) were covered at 50% of charges up to \$50 copay.
- Emergency services at an urgent care center are now covered at \$50 copay per visit. Previously, emergency services at an urgent care center are now covered at \$25 copay per visit.
- Ambulance services are now covered at \$50 copay. Previously, ambulance services were covered at \$25 copay.
- Prescription drugs benefit is now covered at a \$10 for generic, \$20 for brand name, \$45 for non-formulary. Previously, prescription drugs benefit was covered at \$7 for generic, \$15 for brand name, \$25 for non-formulary.
- Chiropractic care is now covered at \$15 copay per visit. Previously, chiropractic care was not a covered.
- Tubal ligations are now covered at a \$100 copay. Previously, tubal ligations were covered at a \$200 copay.
- The out-of-pocket maximum copayments have changed to \$1,000 from \$1,500 per person.
- We no longer limit total blood cholesterol tests to certain age groups. (Section 5(a))

- We increased speech therapy benefits by removing the requirement that services must be required to restore functional speech. (Section 5(a)).
- We now cover certain intestinal transplants. (Section 5(f)).
- We changed the address for sending disputed claims to OPM.

## Section 3. How you get care

#### **Identification cards**

We will send you an identification (ID) card when you enroll. You should carry your ID card with you at all times. You must show it whenever you receive services from a Plan provider, or fill a prescription at a Plan pharmacy. Until you receive your ID card, use your copy of the Health Benefits Election Form, SF-2809, your health benefits enrollment confirmation (for annuitants), or your Employee Express confirmation letter.

If you do not receive your ID card within 30 days after the effective date of your enrollment, or if you need replacement cards, call us at 800/341-6613.

#### Where you get covered care

You get care from "Plan providers" and "Plan facilities." You will only pay copayments, deductibles, and/or coinsurance, and you will not have to file claims.

• Plan providers

Plan providers are physicians and other health care professionals in our service area that we contract with to provide covered services to our members. We credential Plan providers according to national standards.

We list Plan providers in the provider directory, which we update periodically. This list is also on our website at www.chcla.com.

Plan facilities

Plan facilities are hospitals and other facilities in our service area that we contract with to provide covered services to our members. We list these in the provider directory, which we update periodically. This list is also on our website at www.chcla.com.

## What you must do to get covered care

It depends on the type of care you need.

•Primary care

Coventry does not require you to select a primary care physician

Specialty care

You may see any specialist in the network without a referral.

Here are other things you should know about specialty care:

- If you are under treatment for an acute episode of care and lose access to your specialist because we:
  - •• terminate our contract with your specialist for other than cause;

you may be able to continue seeing your specialist for up to 90 days after you receive notice of the change. Contact us or if we drop out of the Program, contact your new plan.

If you are in the third trimester of pregnancy and you lose access to your specialist based on the above circumstances, you can continue to see your specialist until the end of your postpartum care, even if it is beyond the 90 days.

#### • Hospital care

Your provider will make necessary hospital arrangements and supervise your care. This includes admission to a skilled nursing or other type of facility.

If you are in the hospital when your enrollment in our Plan begins, call our customer service department immediately at 800/341-6613. If you are new to the FEHB Program, we will arrange for you to receive care.

If you changed from another FEHB plan to us, your former plan will pay for the hospital stay until:

- You are discharged, not merely moved to an alternative care center; or
- The day your benefits from your former plan run out; or
- The 92<sup>nd</sup> day after you become a member of this Plan, whichever happens first.

These provisions apply only to the benefits of the hospitalized person.

#### Circumstances beyond our control

Under certain extraordinary circumstances, such as natural disasters, we may have to delay your services or we may be unable to provide them. In that case, we will make all reasonable efforts to provide you with the necessary care.

## Services requiring our prior approval

For certain services your physician must obtain approval from us. Before giving approval, we consider if the service is covered, medically necessary, and follows generally accepted medical practice.

We call this review and approval process prior authorization. Your physician must obtain prior authorization for the following services: institution services such as a hospital stay.

Your physician must get the Plan's approval before sending you to a hospital, or recommended follow-up care. Before giving approval, we consider if the service is medically necessary, and if it follows generally accepted medical practice.

If you obtain services from a specialist, hospital or other health care provider, the services will be covered only if medically necessary and authorized, except in the case of emergency medical services and urgent care. Certain services, such as inpatient hospital services, outpatient surgeries/treatments, skilled nursing facilities, home health services, durable medical equipment, certain diagnostic tests and subacute care also require approval of the utilization review department before the services are initiated.

### Section 4. Your costs for covered services

You must share the cost of some services. You are responsible for:

• Copayments A copayment is a fixed amount of money you pay to the provider when

you receive services.

Example: When you see your primary care physician you pay a copayment of \$15 per office visit and when you go in the hospital, you

pay \$100 per day (maximum of \$300) per admission.

• **Deductible** We do not have a deductible.

•Coinsurance Coinsurance is the percentage of our negotiated fee that you must pay for

your care.

Example: In our plan, you pay 50% of our allowance for infertility

services and allergy testing.

Your catastrophic out-of-pocket maximum for deductibles, coinsurance and copayments

After your coinsurance totals \$1,000 per person or \$3,000 per family enrollment in any calendar year, you do not have to pay any more for covered services. However, copayments do not count toward your out-of-pocket maximum, and you must continue to pay copayments for those services. The following does apply to your out of pocket:

- Allergy testing
- Infertility Services
- Short Term Therapies

## **Section 5. Benefits -- OVERVIEW**

(See page 7 for how our benefits changed this year and page 51 for a benefits summary.)

**NOTE**: This benefits section is divided into subsections. Please read the important things you should keep in mind at the beginning of each subsection. Also read the General Exclusions in Section 6; they apply to the benefits in the following subsections. To obtain claims forms, claims filing advice, or more information about our benefits, contact us at 800/341-6613 or at our website at www.chcla.com.

(a)	Medical services and supplies provided by physic	cians and other health care professionals	
	<ul> <li>Diagnostic and treatment services</li> <li>Lab, X-ray, and other diagnostic tests</li> <li>Preventive care, adult</li> <li>Preventive care, children</li> <li>Maternity care</li> <li>Family planning</li> <li>Infertility services</li> <li>Allergy care</li> <li>Treatment therapies</li> <li>Physical and occupational therapies</li> </ul>	<ul> <li>Speech therapy</li> <li>Hearing services (testing, treatment, and supplies)</li> <li>Vision services (testing, treatment, and supplies)</li> <li>Foot care</li> <li>Orthopedic and prosthetic devices</li> <li>Durable medical equipment (DME)</li> <li>Home health services</li> <li>Educational classes and programs</li> <li>Chiropractic</li> </ul>	
(b)	b) Surgical and anesthesia services provided by physicians and other health care professionals		
	•Surgical procedures •Reconstructive surgery	<ul><li>Oral and maxillofacial surgery</li><li>Organ/tissue transplants</li><li>Anesthesia</li></ul>	
(c)	Services provided by a hospital or other facility,	and ambulance services	
	<ul><li>Inpatient hospital</li><li>Outpatient hospital or ambulatory surgical center</li></ul>	<ul> <li>Extended care benefits/skilled nursing care facility benefits</li> <li>Hospice care</li> <li>Ambulance</li> </ul>	
(d)	Emergency services/accidents  •Medical emergency		
(e)	Mental health and substance abuse benefits		
(f)	Prescription drug benefits		
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## Section 5 (a) Medical services and supplies provided by physicians and other health care professionals

## I P O R T A N T

#### Here are some important things to keep in mind about these benefits:

- Please remember that all benefits are subject to the definitions, limitations, and exclusions in this brochure and are payable only when we determine they are medically necessary.
- Plan physicians must provide or arrange your care.
- Be sure to read Section 4, *Your costs for covered services* for valuable information about how cost sharing works. Also read Section 9 about coordinating benefits with other coverage, including with Medicare.

I P O R T A N

Benefit Description	You pay
Diagnostic and treatment services	
Professional services of physicians	\$15 per office visit
• In physician's office	
• Consultants by specialists	
Professional services of physicians	\$15 per office visit
• In an urgent care center	
• Office medical consultations	
• Second surgical opinion	
At home	\$25 per visit
Not covered:  Nondental treatment of temporomandibular joint (TMJ) syndrome	All charges
Lab, X-ray and other diagnostic tests	
Laboratory tests and x-rays	Nothing

Preventive care, adult	You pay
Routine screenings, such as	\$15 per office visit
Blood lead level – One annually	
Total Blood Cholesterol – once every three years, ages 19 through 64	
Colorectal Cancer Screening, including	
••Fecal occult blood test	
Sigmoidoscopy, screening – every five years starting at age 50	\$15 per office visit
Prostate Specific Antigen (PSA test) – one annually for men age 40 and older	\$15 per office visit
Routine mammogram –covered for women age 35 and older, as follows:	\$15 per office visit
• From age 35 through 39, one during this five year period	
• From age 40 through 64, one every calendar year	
• At age 65 and older, one every two consecutive calendar years	
Routine immunizations, limited to:	\$15 per office visit
• Tetanus-diphtheria (Td) booster – once every 10 years, ages 19 and over (except as provider for under Childhood immunizations)	
• Influenza/Pneumococcal vaccines, annually, age 65 and over	
Not covered: Physical exams required for obtaining or continuing employment or insurance, attending schools or camp, or travel.	All Charges
Preventive care, children	
Childhood immunizations recommended by the American Academy of Pediatrics	\$15 per office visit
• Well-child care charges for routine examinations, immunizations and care under age 22)	\$15 per office visit
• Examinations, such as:	
Eye exams through age 17 to determine the need for vision correction.	
Ear exams through age 17 to determine the need for hearing correction	
Examinations done on the day of immunizations ( under age 22)	

Maternity care	You pay
Complete maternity (obstetrical) care, such as:	\$15 per office visit
Prenatal care	
• Delivery	
Postnatal care	
Note: Here are some things to keep in mind:	
<ul> <li>You do not need to precertify your normal delivery; see page 27 for other circumstances, such as extended stays for you or your baby.</li> </ul>	
<ul> <li>You may remain in the hospital up to 48 hours after a regular delivery and 96 hours after a cesarean delivery. We will extend your inpatient stay if medically necessary.</li> </ul>	
<ul> <li>We cover routine nursery care of the newborn child during the covered portion of the mother's maternity stay. We will cover other care of an infant who requires non-routine treatment only if we cover the infant under a Self and Family enrollment.</li> </ul>	
<ul> <li>We pay hospitalization and surgeon services (delivery) the same as for illness and injury. See Hospital benefits (Section 5c) and Surgery benefits (Section 5b).</li> </ul>	
Family planning	
A broad range of voluntary family planning services, limited to:	\$15 per office visit
Surgically implanted contraceptives (such as Norplant)	
• Injectable contraceptive drugs (such as Depo provera)	
Diaphragm (fitting only)	
Note: We cover oral contraceptives under the prescription drug benefit.	
Elective Sterilization, Male or Female	\$100 copay
Not covered: reversal of voluntary surgical sterilization, genetic counseling, or Intrauterine devices (IUDs).,	All charges.

Infertility services	You pay
Diagnosis and treatment of infertility, such as:	50% of charges
Artificial insemination:	
intravaginal insemination (IVI)	
intracervical insemination (ICI)	
intrauterine insemination (IUI)	
Not covered:	All charges.
• Assisted reproductive technology (ART) procedures, such as:	
in vitro fertilization	
embryo transfer, gamete GIFT and zygote ZIFT	
Zygote transfer	
• Services and supplies related to excluded ART procedures	
• Cost of donor sperm	
• Cost of donor egg	
• Fertility Drugs	
Allergy care	
Testing	50% of charges
Allergy injection and treatments	\$15 per office visit
Allergy serum	Nothing
Not covered: provocative food testing and sublingual allergy desensitization	All charges.
Treatment therapies	
Chemotherapy and radiation therapy	\$15 per office visit
Note: High dose chemotherapy in association with autologous bone marrow transplants are limited to those transplants listed under Organ/Tissue Transplants on page 23.	
Respiratory and inhalation therapy	
Dialysis – Hemodialysis and peritoneal dialysis	
<ul> <li>Intravenous (IV)/Infusion Therapy – Home IV and antibiotic therapy</li> </ul>	
Oxygen for home use and equipment	
• Growth hormone therapy (GHT)	
Note: Growth hormone is covered under the prescription drug benefit	

Physical and occupational therapies	You pay
• 60 days per condition for the services of each of the following:	20% of charges
physical therapists and	
occupational therapists.	
Note: We only cover therapy to restore bodily function when there has been a total or partial loss of bodily function due to illness or injury.	
<ul> <li>Cardiac rehabilitation following a heart transplant, bypass surgery or a myocardial infarction, is provided for up to 60 days, for physical therapy</li> </ul>	
Not covered:	All charges.
long-term rehabilitative therapy	
exercise programs	
Speech therapy	
60 days from the original onset of accident or injury	20% of charges
Hearing services	
<ul> <li>Hearing testing for children through age 17</li> </ul>	\$15 per office visit
Not covered:  • hearing aids	All charges.
Vision services	
• Diagnosis and treatment of diseases of the eye	\$15 per office visit
Prosthetic devices, such as lenses following cataract removal	50% of charges
Not covered:	All charges.
Eyeglasses or contact lenses or the fitting of contact lenses	
Eye exercises and orthoptics	
Radial keratotomy and other refractive surgery	
Annual eye refractions	
Foot care	You pay
Routine foot care when you are under active treatment for a metabolic or peripheral vascular disease, such as diabetes.	\$15 per office visit
See orthopedic and prosthetic devices for information on podiatric shoe inserts.	

All charges.
Nothing up to \$1,000 per calendar
year
All charges.

Rental or purchase, at our option, including repair and adjustment, of durable medical equipment prescribed by your Plan physician, such as oxygen and dialysis equipment. Under this benefit, we also cover:  • hospital beds;	Nothing up to \$1,000 per calendar year
-	İ
• wheelchairs;	
• crutches;	
• walkers;	
blood glucose monitors; and	
• insulin pumps.	
Note: Call us at 800/341-6613 as soon as your Plan physician prescribes this equipment.	
Not covered:	All charges.
Motorized wheel chairs	
Home health services	
Home health care ordered by a Plan physician and provided by a registered nurse (R.N.), licensed practical nurse (L.P.N.), or licensed vocational nurse (L.V.N.).	Nothing
<ul> <li>Services include oxygen therapy, intravenous therapy and medications.</li> </ul>	
Not covered:	All charges.
nursing care requested by, or for the convenience of, the patient or	
<ul> <li>the patient's family;</li> <li>home care primarily for personal assistance that does not include a</li> </ul>	
medical component and is not diagnostic, therapeutic or	
rehabilitative .	
Nursing aides	
Chiropractic	
Manipulation of the spine and extremities	\$15 per office visit
After initial evaluation, treatment plan must be submitted to Coventry Health Care to authorize additional visits.	

## Section 5 (b). Surgical and anesthesia services provided by physicians and other health care professionals

	Here are some important things to keep in mind about these benefits:	
T	<ul> <li>Please remember that all benefits are subject to the definitions, limitations, and exclusions in this brochure and are payable only when we determine they are medically necessary.</li> </ul>	T
M	<ul> <li>Plan physicians must provide or arrange your care.</li> </ul>	M
P O R	<ul> <li>Be sure to read Section 4, Your costs for covered services for valuable information about how cost sharing works. Also read Section 9 about coordinating benefits with other coverage, including with Medicare.</li> </ul>	P O R
T A N	<ul> <li>The amounts listed below are for the charges billed by a physician or other health care professional for your surgical care. Look in Section 5(c) for charges associated with the facility (i.e. hospital, surgical center, etc.).</li> </ul>	T A N
Т	<ul> <li>YOUR PHYSICIAN MUST GET PRIOR AUTHORIZATION OF SOME SURGICAL PROCEDURES. Please refer to the prior authorization information shown in Section 3 to be sure which services require prior authorization and identify which surgeries require precertification.</li> </ul>	T

Benefit Description	You pay
Surgical procedures	
A comprehensive range of services, such as:	\$15 per office visit
Operative procedures	
<ul> <li>Treatment of fractures, including casting</li> </ul>	
<ul> <li>Normal pre- and post-operative care by the surgeon</li> </ul>	
Endoscopy procedures	
Biopsy procedures	
<ul> <li>Removal of tumors and cysts</li> </ul>	
<ul> <li>Correction of congenital anomalies (see reconstructive surgery)</li> </ul>	
<ul> <li>Insertion of internal prostethic devices. See 5(a) – Orthopedic and prosthetic devices for device coverage information.</li> </ul>	
• Treatment of burns	

You pay
\$100 copayment
All charges.

Reconstructive surgery	
Surgery to correct a functional defect	\$15 per office visit
• Surgery to correct a condition caused by injury or illness if:	
the condition produced a major effect on the member's appearance and	
the condition can reasonably be expected to be corrected by such surgery	
<ul> <li>Surgery to correct a condition that existed at or from birth and is a significant deviation from the common form or norm. Examples of congenital anomalies are: protruding ear deformities, cleft lip and cleft palate; birth marks webbed fingers; and webbed toes.</li> </ul>	
<ul> <li>All stages of breast reconstruction surgery following a mastectomy, such as:</li> </ul>	See above.
surgery to produce a symmetrical appearance on the other breast;	
treatment of any physical complications, such as lymphedemas;	
breast prostheses and surgical bras and replacements (see Prosthetic devices)	
Note: If you need a mastectomy, you may choose to have the procedure performed on an inpatient basis and remain in the hospital up to 48 hours after the procedure.	
Not covered:	All charges
<ul> <li>Cosmetic surgery – any surgical procedure (or any portion of a procedure) performed primarily to improve physical appearance through change in bodily form, except repair of accidental injury</li> </ul>	
• Surgeries related to sex transformation	
Oral and maxillofacial surgery	You pay
	\$15 per office visit
Oral surgical procedures, limited to:	
<ul> <li>Reduction of fractures of the jaws or facial bones;</li> </ul>	
<ul> <li>Reduction of fractures of the jaws or facial bones;</li> <li>Surgical correction of cleft lip, cleft palate or severe functional</li> </ul>	
<ul> <li>Reduction of fractures of the jaws or facial bones;</li> <li>Surgical correction of cleft lip, cleft palate or severe functional malocclusion;</li> </ul>	
<ul> <li>Reduction of fractures of the jaws or facial bones;</li> <li>Surgical correction of cleft lip, cleft palate or severe functional malocclusion;</li> <li>Removal of stones from salivary ducts;</li> <li>Excision of leukoplakia or malignancies;</li> </ul>	
<ul> <li>Reduction of fractures of the jaws or facial bones;</li> <li>Surgical correction of cleft lip, cleft palate or severe functional malocclusion;</li> <li>Removal of stones from salivary ducts;</li> <li>Excision of leukoplakia or malignancies;</li> <li>Excision of cysts and incision of abscesses when done as independent</li> </ul>	
<ul> <li>Reduction of fractures of the jaws or facial bones;</li> <li>Surgical correction of cleft lip, cleft palate or severe functional malocclusion;</li> <li>Removal of stones from salivary ducts;</li> <li>Excision of leukoplakia or malignancies;</li> <li>Excision of cysts and incision of abscesses when done as independent procedures; and</li> </ul>	
<ul> <li>Reduction of fractures of the jaws or facial bones;</li> <li>Surgical correction of cleft lip, cleft palate or severe functional malocclusion;</li> <li>Removal of stones from salivary ducts;</li> <li>Excision of leukoplakia or malignancies;</li> <li>Excision of cysts and incision of abscesses when done as independent procedures; and</li> <li>Other surgical procedures that do not involve the teeth or their supporting structures.</li> </ul>	All charges.
<ul> <li>Reduction of fractures of the jaws or facial bones;</li> <li>Surgical correction of cleft lip, cleft palate or severe functional malocclusion;</li> <li>Removal of stones from salivary ducts;</li> <li>Excision of leukoplakia or malignancies;</li> <li>Excision of cysts and incision of abscesses when done as independent procedures; and</li> <li>Other surgical procedures that do not involve the teeth or their supporting structures.</li> </ul>	All charges.
<ul> <li>Reduction of fractures of the jaws or facial bones;</li> <li>Surgical correction of cleft lip, cleft palate or severe functional malocclusion;</li> <li>Removal of stones from salivary ducts;</li> <li>Excision of leukoplakia or malignancies;</li> <li>Excision of cysts and incision of abscesses when done as independent procedures; and</li> <li>Other surgical procedures that do not involve the teeth or their</li> </ul>	All charges.

Organ/tissue transplants	
Limited to:	015 65
• Cornea	\$15 per office visit
• Heart	
Heart/lung	
• Kidney	
Kidney/Pancreas	
• Liver	
• Lung: Single –Double	
• Pancreas	
• Allogeneic (donor) bone marrow transplants	
<ul> <li>Autologous bone marrow transplants (autologous stem cell and peripheral stem cell support) for the following conditions: acute lymphocytic or non-lymphocytic leukemia; advanced Hodgkin's lymphoma; advanced non-Hodgkin's lymphoma; advanced neuroblastoma; breast cancer; multiple myeloma; epithelial ovarian cancer; and testicular, mediastinal, retroperitoneal and ovarian germ cell tumors</li> </ul>	
<ul> <li>Intestinal transplants (small intestine) and the small intestine with the liver or small intestine with multiple organs such as the liver, stomach, and pancreas.</li> </ul>	
Limited Benefits - Treatment for breast cancer, multiple myeloma, and epithelial ovarian cancer may be provided in an NCI approved clinical trial at a Plan-designated center of excellence and if approved by the Plan's medical director in accordance with the Plan's protocols.	
Note: We cover related medical and hospital expenses of the donor when we cover the recipient.	
<ul> <li>Not covered:</li> <li>Donor screening tests and donor search expenses, except those performed for the actual donor</li> <li>Implants of artificial organs</li> <li>Transplants not listed as covered</li> </ul>	All charges
Anesthesia	You pay
	Tou pay
Professional services provided in -	
Hospital (inpatient)	Nothing
Professional services	\$15 per office visit
Hospital outpatient department	
<ul><li>Skilled nursing facility</li><li>Ambulatory surgical center</li><li>Office</li></ul>	

## Section 5 (c). Services provided by a hospital or other facility, and ambulance services

I	<ul> <li>Here are some important things to remember about these benefits:</li> <li>Please remember that all benefits are subject to the definitions, limitations, and</li> </ul>	I	
M P	exclusions in this brochure and are payable only when we determine they are medically necessary.	M P	
O R	<ul> <li>Plan physicians must provide or arrange your care and you must be hospitalized in a Plan facility.</li> </ul>	O R	
T A N	<ul> <li>Be sure to read Section 4, Your costs for covered services for valuable information about how cost sharing works. Also read Section 9 about coordinating benefits with other coverage, including with Medicare.</li> </ul>	T A N	
T	• The amounts listed below are for the charges billed by the facility (i.e., hospital or surgical center) or ambulance service for your surgery or care. Any costs associated with the professional charge (i.e., physicians, etc.) are covered in Sections 5(a) or (b).	T	
	<ul> <li>YOUR PHYSICIAN MUST GET PRIOR AUTHORIZATION OF HOSPITAL STAYS. Please refer to Section 3 to be sure which services require prior authorization.</li> </ul>		

Benefit Description	You pay
Inpatient hospital	
Room and board, such as  • ward, semiprivate, or intensive care accommodations;  • general nursing care; and  • meals and special diets.	\$100 per day, \$300 maximum per admission nothing for other services
NOTE: If you want a private room when it is not medically necessary, you pay the additional charge above the semiprivate room rate.	

Inpatient hospital (Continued)	You pay
Other hospital services and supplies, such as:  Operating, recovery, maternity, and other treatment rooms  Prescribed drugs and medicines  Diagnostic laboratory tests and X-rays  Administration of blood and blood products  Dressings, splints, casts, and sterile tray services  Medical supplies and equipment, including oxygen  Anesthetics, including nurse anesthetist services  Take-home items  Medical supplies, appliances, medical equipment, and any covered items billed by a hospital for use at home (Note: calendar year deductible applies.)	\$100 per day, \$300 maximum per admission nothing for other services
<ul> <li>Not covered:</li> <li>Custodial care</li> <li>Non-covered facilities, such as nursing homes, schools</li> <li>Personal comfort items, such as telephone, television, barber services, guest meals and beds</li> <li>Private nursing care</li> <li>Blood</li> </ul>	All charges.
Outpatient hospital or ambulatory surgical center	
Operating, recovery, and other treatment rooms	\$50 copayment
<ul> <li>Prescribed drugs and medicines</li> <li>Diagnostic laboratory tests, X-rays, and pathology services</li> <li>Administration of blood, blood plasma, and other biologicals</li> <li>Pre-surgical testing</li> <li>Dressings, casts, and sterile tray services</li> <li>Medical supplies, including oxygen</li> <li>Anesthetics and anesthesia service</li> <li>NOTE: – We cover hospital services and supplies related to dental procedures when necessitated by a non-dental physical impairment. We do not cover the dental procedures.</li> </ul>	Nothing
Not covered: blood and blood derivatives not replaced by the member	All charges

Extended care benefits/skilled nursing care facility benefits	You pay
Comprehensive range of benefits when full-time skilled nursing care is necessary and confinement in a skilled nursing facility is in lieu of hospitalization (for up to 100 days).	Nothing
Necessary services are covered, including:	
Bed, board and general nursing care	
<ul> <li>Drugs, biologicals, supplies, and equipment ordinarily provided or arranged by the skilled nursing facility when prescribed by a Plan doctor.</li> </ul>	
Not covered: custodial care	All charges
Hospice care	
Supportive and palliative care	Nothing
NOTE: We cover care for a terminally ill member in the home or hospice facility. Services include inpatient and outpatient care, and family counseling. Services are provided under the direction of a Plan doctor who certifies that the patient is in the terminal stages of illness, with a life expectancy of approximately six months or less.	
Not covered: Independent nursing, homemaker services	All charges
Ambulance	
Benefits are provided for ambulance transportation when ordered or authorized by a Plan doctor	\$50 copay

## Section 5 (d). Emergency services/accidents

Here are some important things to keep in mind about these benefits: Ι Ι Please remember that all benefits are subject to the definitions, limitations, and exclusions M M in this brochure. P P • Be sure to read Section 4, Your costs for covered services for valuable information about 0 0 how cost sharing works. Also read Section 9 about coordinating benefits with other R R coverage, including with Medicare. T T A A N N T T

### What is a medical emergency?

A medical emergency is the sudden and unexpected onset of a condition or an injury that you believe endangers your life or could result in serious injury or disability, and requires immediate medical or surgical care. Some problems are emergencies because, if not treated promptly, they might become more serious; examples include deep cuts and broken bones. Others are emergencies because they are potentially life-threatening, such as heart attacks, strokes, poisonings, gunshot wounds, or sudden inability to breathe. There are many other acute conditions that we may determine are medical emergencies – what they all have in common is the need for quick action.

### What to do in case of emergency:

**Emergencies within our service area:** If you are in an emergency situation, contact the local emergency system (e.g., the 911 telephone system) or go to the nearest hospital emergency room. Be sure to tell the emergency room personnel that you are a Plan member so they can notify the Plan.

If you need to be hospitalized in a non-Plan facility, the Plan must be notified within 24 hours or on the first working day following your admission, unless it was not reasonably possible to notify the Plan within that time. If you are hospitalized in non-Plan facilities and Plan doctors believe care can be better provided in a Plan hospital, you will be transferred when medically feasible with any ambulance charges covered in full.

Benefits are available for care from non-Plan providers in a medical emergency only if delay in reaching a Plan provider would result in death, disability or significant jeopardy to your condition.

To be covered by this Plan, any follow-up care recommended by non-Plan providers must be approved by the Plan or provided by Plan providers.

**Emergencies outside our service area:** Benefits are available for any medically necessary health service that is immediately required because of injury or unforeseen illness.

If you need to be hospitalized, the Plan must be notified within 24 hours or on the first working day following your admission, unless it was not reasonably possible to notify the Plan within that time. If a Plan doctor believes care can be better provided in a Plan hospital, you will be transferred when medically feasible with any ambulance charges covered in full.

To be covered by this Plan, any follow-up care recommended by non-Plan providers must be approved by the Plan or provided by Plan providers.

Benefit Description	You pay
Emergency within our service area	
Emergency care at a doctor's office	\$15 per office visit
Emergency care as an outpatient or inpatient at a hospital, including doctors' services	\$50 copay per visit
Not covered: Elective care or non-emergency care	All charges.
Emergency outside our service area	
• Emergency care at a doctor's office	\$15 per office visit
Emergency care as an outpatient or inpatient at a hospital, including doctors' services	\$50 copay per visit
Not covered:	All charges.
Elective care or non-emergency care	
• Emergency care provided outside the service area if the need for care could have been foreseen before leaving the service area	
<ul> <li>Medical and hospital costs resulting from a normal full-term delivery of a baby outside the service area</li> </ul>	
Ambulance	
Benefits are provided for ambulance transportation when ordered or authorized by a Plan doctor	\$50 copay

## Section 5 (e). Mental health and substance abuse benefits

I P O R T A N When you get our approval for services and follow a treatment plan we approve, cost-sharing and limitations for Plan mental health and substance abuse benefits will be no greater than for similar benefits for other illnesses and conditions.

#### Here are some important things to keep in mind about these benefits:

- All benefits are subject to the definitions, limitations, and exclusions in this brochure.
- Be sure to read Section 4, *Your costs for covered services* for valuable information about how cost sharing works. Also read Section 9 about coordinating benefits with other coverage, including with Medicare.
- YOU MUST GET PRIOR AUTHORIZATION OF THESE SERVICES. See the instructions after the benefits description below.

Benefit Description	You pay
Mental health and substance abuse benefits	
All diagnostic and treatment services recommended by a Plan provider and contained in a treatment plan that we approve. The treatment plan may include services, drugs, and supplies described elsewhere in this brochure.	Your cost sharing responsibilities are no greater than for other illness or conditions.
Note: Plan benefits are payable only when we determine the care is clinically appropriate to treat your condition and only when you receive the care as part of a treatment plan that we approve.	
<ul> <li>Professional services, including individual or group therapy by providers such as psychiatrists, psychologists, or clinical social workers</li> </ul>	\$15 per office visit
Medication management	

Mental health and substance abuse benefits continued on next page.

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Mental health and s (Continued)	ubstance abuse benefits	You pay
Diagnostic tests		\$15 per office visit
hospitalization, half-way hospitalization, facility b We may allow Members to e (4) outpatient visits or excha day of treatment. We may a of Transitional Partial Hosp	prospital or other facility ernative care settings such as partial thouse, residential treatment, full-day based intensive outpatient treatment exchange one inpatient day of treatment for four tange four (4) outpatient visits for one inpatient telso allow a Member to exchange two (2) days obitalization or two (2) days of residential tion for each inpatient day of treatment.	\$100 per day, \$300 maximum per admission. Nothing for other services.
treatment plan's clinical d	have not approved.  review of disputes about treatment plans on the appropriateness. OPM will generally not e one clinically appropriate treatment plan in	All charges.
Prior authorization	To be eligible to receive these benefits you mu our authorization processes. To receive a ment 8327.	
Limitation	We may limit your benefits if you do not obtain	a treatment plan.

## Section 5 (f). Prescription drug benefits

Here are some important things to keep in mind about these benefits:	
<ul> <li>We cover prescribed drugs and medications, as described in the chart beginning on the next page.</li> <li>All benefits are subject to the definitions, limitations and exclusions in this brochure and are payable only when we determine they are medically necessary.</li> <li>Be sure to read Section 4, <i>Your costs for covered services</i> for valuable information about how cost sharing works. Also read Section 9 about coordinating benefits with other coverage, including with Medicare.</li> </ul>	I M P O R T A
$\Gamma$	T

There are important features you should be aware of. These include:

- Who can write your prescription. A Plan physician must write the prescription.
- Where you can obtain them. You must fill the prescription at a contracted Plan pharmacy or by mail for maintenance medication.
- We use a formulary. We use a committee of doctors, pharmacists and other health care professionals to develop a formulary that gives you access to quality medications. FDA-approved brand-name and generic medications are reviewed for safety, side effects, effectiveness and overall value. We continually update the formulary based on the latest research. If your doctor prescribes a medication that is not on the list, you can get that medication, but you will share in a greater portion of the cost.
- These are the dispensing limitations. The quantity of each prescription is limited to that sufficient to treat the acute phase of illness or a 30-day supply maximum, whichever is less, per copayment.

Prescription drug benefits begin on the next page.

Benefit Description	You pay
Covered medications and supplies	
We cover the following medications and supplies prescribed by a Plan physician and obtained from a Plan pharmacy:  • Drugs and medicines that by Federal law of the United States require a physician's prescription for their purchase, except as excluded below.  • Insulin  • Insulin syringes and medication  • Disposable needles and syringes for the administration of covered medications  • Drugs for sexual dysfunction (see Note below)  • Contraceptive drugs and devices  Note: Contact the Plan for drug dose limits for sexual dysfunction.	\$10 per generic \$20 per formulary name brand \$45 per non-formulary  Note: If there is no generic equivalent available, you will still have to pay the brand name copay.
<ul> <li>A generic equivalent will be dispensed if it is available, unless your physician specifically requires a name brand. If you receive a name brand drug when a Federally-approved generic drug is available, you have to pay the difference in cost between the name brand drug and the generic.</li> <li>We administer a formulary. If your physician believes a name brand product is necessary or there is no generic available, your physician may prescribe a name brand drug from a formulary list. This list of name brand drugs is a preferred list of drugs that we selected to meet patient needs at a lower cost. You must pay a \$45 copay for a non-formulary drug. To order a prescription drug brochure, call 800/341-6613.</li> </ul>	
<ul> <li>Not covered:</li> <li>Drugs and supplies for cosmetic purposes</li> <li>Drugs to enhance athletic performance</li> <li>Fertility drugs</li> <li>Drugs obtained at a non-Plan pharmacy; except for out-of-area</li> </ul>	All Charges
<ul> <li>Vitamins and nutritional substances that can be purchased without a prescription</li> </ul>	

## Section 5 (g). Special features

Flexible benefits option	Under the flexible benefits option, we determine the most effective way to provide services.
	We may identify medically appropriate alternatives to traditional care and coordinate other benefits as a less costly alternative benefit.
	Alternative benefits are subject to our ongoing review.
	By approving an alternative benefit, we cannot guarantee you will get it in the future.
	<ul> <li>The decision to offer an alternative benefit is solely ours, and we may withdraw it at any time and resume regular contract benefits.</li> </ul>
	Our decision to offer or withdraw alternative benefits is not subject to OPM review under the disputed claims process.
24 hour nurse line	For any of your health concerns, 24 hours a day, 7 days a week, you may call First Help at 1-800-622-9528 and talk with a registered nurse who will discuss treatment options and answer your health questions.

## Section 5 (h). Non-FEHB benefits available to Plan members

The benefits on this page are not part of the FEHB contract or premium, and you cannot file an FEHB disputed claim about them. Fees you pay for these services do not count toward FEHB deductibles or out-of-pocket maximums.

Vision care	You are eligible to receive substantial discounts on eyeglasses, contact lenses and non-prescription items such as sunglasses and contact lens solutions. Please read the flyer that describes your extra Vision Care benefit.
Dental care	You are eligible to receive substantial discounts on dental care, including diagnostic and preventative, restorative, crowns, endodontics, peridontics, prosthodontics and orthodontics. Please read the accompanying flyer that describes Dental Care benefits available through this program.
Health Club	You are eligible to receive discount memberships from participating health clubs.

## Section 6. General exclusions -- things we don't cover

The exclusions in this section apply to all benefits. Although we may list a specific service as a benefit, we will not cover it unless your Plan doctor determines it is medically necessary to prevent, diagnose, or treat your illness, disease, injury, or condition.

We do not cover the following:

- Care by non-Plan providers except for authorized referrals or emergencies (see Emergency Benefits);
- Services, drugs, or supplies you receive while you are not enrolled in this Plan;
- Services, drugs, or supplies that are not medically necessary;
- Services, drugs, or supplies not required according to accepted standards of medical, dental, or psychiatric practice;
- Experimental or investigational procedures, treatments, drugs or devices;
- Services, drugs, or supplies related to abortions, except when the life of the mother would be
  endangered if the fetus were carried to term or when the pregnancy is the result of an act of rape or
  incest;
- Services, drugs, or supplies related to sex transformations;
- Services, drugs, or supplies you receive from a provider or facility barred from the FEHB Program.

## Section 7. Filing a claim for covered services

When you see Plan physicians, receive services at Plan hospitals and facilities, or obtain your prescription drugs at Plan pharmacies, you will not have to file claims. Just present your identification card and pay your copayment or coinsurance.

You will only need to file a claim when you receive emergency services from non-plan providers. Sometimes these providers bill us directly. Check with the provider. If you need to file the claim, here is the process:

### Medical and hospital benefits

In most cases, providers and facilities file claims for you. Physicians must file on the form HCFA-1500, Health Insurance Claim Form. Facilities will file on the UB-92 form. For claims questions and assistance, call us at 800/341-6613.

When you must file a claim -- such as for out-of-area care -- submit it on the HCFA-1500 or a claim form that includes the information shown below. Bills and receipts should be itemized and show:

- Covered member's name and ID number:
- Name and address of the physician or facility that provided the service or supply;
- Dates you received the services or supplies;
- Diagnosis;
- Type of each service or supply;
- The charge for each service or supply;
- A copy of the explanation of benefits, payments, or denial from any primary payer -- such as the Medicare Summary Notice (MSN); and
- Receipts, if you paid for your services.

#### **Submit your claims to:**

CHC Louisiana/Claims P.O. Box 7707 London, KY 40742

### Deadline for filing your claim

Send us all of the documents for your claim as soon as possible. You must submit the claim by December 31 of the year after the year you received the service, unless timely filing was prevented by administrative operations of Government or legal incapacity, provided the claim was submitted as soon as reasonably possible.

When we need more information Please reply promptly when we ask for additional information. We may delay processing or deny your claim if you do not respond.

## Section 8. The disputed claims process

Follow this Federal Employees Health Benefits Program disputed claims process if you disagree with our decision on your claim or request for services, drugs, or supplies – including a request for preauthorization:

#### Step Description

- Ask us in writing to reconsider our initial decision. You must:
  - (a) Write to us within 6 months from the date of our decision; and
  - (b) Send your request to us at: CHC Louisiana, Inc., 2424 Edenborn Ave., Suite 350, Metairie, LA 70001; and
  - (c) Include a statement about why you believe our initial decision was wrong, based on specific benefit provisions in this brochure; and
  - (d) Include copies of documents that support your claim, such as physicians' letters, operative reports, bills, medical records, and explanation of benefits (EOB) forms.
- **2** We have 30 days from the date we receive your request to:
  - (a) Pay the claim (or, if applicable, arrange for the health care provider to give you the care); or
  - (b) Write to you and maintain our denial -- go to step 4; or
  - (c) Ask you or your provider for more information. If we ask your provider, we will send you a copy of our request—go to step 3.
- You or your provider must send the information so that we receive it within 60 days of our request. We will then decide within 30 more days.

If we do not receive the information within 60 days, we will decide within 30 days of the date the information was due. We will base our decision on the information we already have.

We will write to you with our decision.

4 If you do not agree with our decision, you may ask OPM to review it.

You must write to OPM within:

- 90 days after the date of our letter upholding our initial decision; or
- 120 days after you first wrote to us -- if we did not answer that request in some way within 30 days; or
- 120 days after we asked for additional information.

Write to OPM at: Office of Personnel Management, Office of Insurance Programs, Contracts Division 3, 1900 E Street, NW, Washington, D.C. 20415-3610.

Send OPM the following information:

- A statement about why you believe our decision was wrong, based on specific benefit provisions in this brochure;
- Copies of documents that support your claim, such as physicians' letters, operative reports, bills, medical records, and explanation of benefits (EOB) forms;
- Copies of all letters you sent to us about the claim;
- Copies of all letters we sent to you about the claim; and
- Your daytime phone number and the best time to call.

Note: If you want OPM to review different claims, you must clearly identify which documents apply to which claim.

Note: You are the only person who has a right to file a disputed claim with OPM. Parties acting as your representative, such as medical providers, must include a copy of your specific written consent with the review request.

Note: The above deadlines may be extended if you show that you were unable to meet the deadline because of reasons beyond your control.

- OPM will review your disputed claim request and will use the information it collects from you and us to decide whether our decision is correct. OPM will send you a final decision within 60 days. There are no other administrative appeals.
- If you do not agree with OPM's decision, your only recourse is to sue. If you decide to sue, you must file the suit against OPM in Federal court by December 31 of the third year after the year in which you received the disputed services, drugs or supplies or from the year in which you were denied precertification or prior approval. This is the only deadline that may not be extended.

OPM may disclose the information it collects during the review process to support their disputed claim decision. This information will become part of the court record.

You may not sue until you have completed the disputed claims process. Further, Federal law governs your lawsuit, benefits, and payment of benefits. The Federal court will base its review on the record that was before OPM when OPM decided to uphold or overturn our decision. You may recover only the amount of benefits in dispute.

**NOTE:** If you have a serious or life threatening condition (one that may cause permanent loss of bodily functions or death if not treated as soon as possible), and

- (a) We haven't responded yet to your initial request for care or preauthorization/prior approval, then call us at 800/341-6613 and we will expedite our review; or
- (b) We denied your initial request for care or preauthorization/prior approval, then:
  - If we expedite our review and maintain our denial, we will inform OPM so that they can give your claim expedited treatment too, or
  - You can call OPM's Health Benefits Contracts Division 3 at 202/606-0755 between 8 a.m. and 5 p.m. eastern time.

## Section 9. Coordinating benefits with other coverage

When you have other health coverage You must tell us if you are covered or a family member is covered under another group health plan or have automobile insurance that pays health care expenses without regard to fault. This is called "double coverage."

> When you have double coverage, one plan normally pays its benefits in full as the primary payer and the other plan pays a reduced benefit as the secondary payer. We, like other insurers, determine which coverage is primary according to the National Association of Insurance Commissioners' guidelines.

When we are the primary payer, we will pay the benefits described in this brochure.

When we are the secondary payer, we will determine our allowance. After the primary plan pays, we will pay what is left of our allowance, up to our regular benefit. We will not pay more than our allowance.

### • What is Medicare?

Medicare is a Health Insurance Program for:

- People 65 years of age and older.
- Some people with disabilities, under 65 years of age.
- People with End-Stage Renal Disease (permanent kidney failure requiring dialysis or a transplant).

Medicare has two parts:

- Part A (Hospital Insurance). Most people do not have to pay for Part A. If you or your spouse worked for at least 10 years in Medicarecovered employment, you should be able to qualify for premium-free Part A insurance. (Someone who was a Federal employee on January 1, 1983 or since automatically qualifies.) Otherwise, if you are 65 or older, you may be able to buy it. Contact 1-800-MEDICARE for more information.
- Part B (Medical Insurance). Most people pay monthly for Part B. Generally, Part B premiums are withheld from your monthly Social Security check or your retirement check.

If you are eligible for Medicare, you may have choices in how you get your health care. Medicare managed care plan is the term used to describe the various health plan choices available to Medicare beneficiaries. The information in the next few pages shows how we coordinate benefits with Medicare, depending on the type of Medicare managed care plan you have.

## • The Original Medicare Plan (Part A or Part B)

The Original Medicare Plan (Original Medicare) is available everywhere in the United States. It is the way everyone used to get Medicare benefits and is the way most people get their Medicare Part A and Part B benefits now. You may go to any doctor, specialist, or hospital that accepts Medicare. The Original Medicare Plan pays its share and you pay your share. Some things are not covered under Original Medicare, like prescription drugs.

When you are enrolled in Original Medicare along with this plan, you still need to follow the rules in this brochure for us to cover your care.

The following chart illustrates whether the Original Medicare or this Plan should be the primary payer for you according to your employment status and other factors determined by Medicare. It is critical that you tell us if you or a covered family member has Medicare coverage so we can administer these requirements correctly.

Primary Payer Chart						
A. When either you or your covered spouse are age 65 or over and	Then the primary	payer is				
	Original Medicare	This Plan				
<ol> <li>Are an active employee with the Federal government (including when you or a family member are eligible for Medicare solely because of a disability),</li> </ol>		✓				
2) Are an annuitant,	✓					
<ul><li>3) Are a reemployed annuitant with the Federal government when</li><li>a) The position is excluded from FEHB, or</li></ul>	<b>✓</b>					
b) The position is not excluded from FEHB (Ask your employing office which of these applies to you.)		✓				
4) Are a Federal judge who retired under title 28, U.S.C., or a Tax Court judge who retired under Section 7447 of title 26, U.S.C. (or if your covered spouse is this type of judge),	<b>✓</b>					
5) Are enrolled in Part B only, regardless of your employment status,	(for Part B services)	✓ (for other services)				
6) Are a former Federal employee receiving Workers' Compensation and the Office of Workers' Compensation Programs has determined that you are unable to return to duty,	(except for claims related to Workers' Compensation.)					
B. When you or a covered family member have Medicare based on end stage renal disease (ESRD) and						
<ol> <li>Are within the first 30 months of eligibility to receive Part A benefits solely because of ESRD,</li> </ol>		✓				
<ol> <li>Have completed the 30-month ESRD coordination period and are still eligible for Medicare due to ESRD,</li> </ol>	<b>✓</b>					
<ol> <li>Become eligible for Medicare due to ESRD after Medicare became primary for you under another provision,</li> </ol>	<b>√</b>					
C. When you or a covered family member have FEHB and						
Are eligible for Medicare based on disability, and     a) Are an annuitant	<b>✓</b>					
b)Are an active employee, or		✓				
c)Are a former spouse of an annuitant, or	<i></i>					
d)Are a former spouse of an active employee	•	✓				

#### •Medicare managed care plan

If you are eligible for Medicare, you may choose to enroll in and get your Medicare benefits from another type of Medicare+Choice plan – a Medicare managed care plan. These are health care choices (like HMOs) in some areas of the country. In most Medicare managed care plans, you can only go to doctors, specialists, or hospitals that are part of the plan. Medicare managed care plans provide all the benefits that Original Medicare covers. Some cover extras, like prescription drugs. To learn more about enrolling in a Medicare managed care plan, contact Medicare at 1-800-MEDICARE (1-800-633-4227) or at www.medicare.gov.

If you enroll in a Medicare managed care plan, the following options are available to you:

This Plan and another Plan's Medicare managed care plan: You may enroll in another plan's Medicare managed care plan and also remain enrolled in our FEHB plan. We will still provide benefits when your Medicare managed care plan is primary, even out of the managed care plan's network and/or service area (if you use our Plan providers), but we will not waive any of our copayments, coinsurance, or deductibles.

Suspended FEHB coverage to enroll in a Medicare managed care plan: If you are an annuitant or former spouse, you can suspend your FEHB coverage to enroll in a Medicare managed care plan, eliminating your FEHB premium. (OPM does not contribute to your Medicare managed care plan premium.) For information on suspending your FEHB enrollment, contact your retirement office. If you later want to reenroll in the FEHB Program, generally you may do so only at the next open season unless you involuntarily lose coverage or move out of the Medicare managed care plan service area.

• If you do not enroll in Medicare Part A or Part B If you do not have one or both Parts of Medicare, you can still be covered under the FEHB Program. We will not require you to enroll in Medicare Part B and, if you can't get premium-free Part A, we will not ask you to enroll in it.

## **TRICARE**

TRICARE is the health care program for eligible dependents of military persons and retirees of the military. TRICARE includes the CHAMPUS program. If both TRICARE and this Plan cover you, we pay first. See your TRICARE Health Benefits Advisor if you have questions about TRICARE coverage.

## **Workers' Compensation**

We do not cover services that:

- you need because of a workplace-related injury or injury that the Office of Workers' Compensation Programs (OWCP) or a similar Federal or State agency determines they must provide; or
- OWCP or a similar agency pays for through a third party injury settlement or other similar proceeding that is based on a claim you filed under OWCP or similar laws.

Once OWCP or similar agency pays its maximum benefits for your treatment, we will cover your care. You must use our providers.

### Medicaid

When you have this Plan and Medicaid, we pay first.

## When other Government agencies are responsible for your care

We do not cover services and supplies when a local, State, or Federal Government agency directly or indirectly pays for them.

## When others are responsible for injuries

When you receive money to compensate you for medical or hospital care for injuries or illness caused by another person, you must reimburse us for any expenses we paid. However, we will cover the cost of treatment that exceeds the amount you received in the settlement.

If you do not seek damages you must agree to let us try. This is called subrogation. If you need more information, contact us for our subrogation procedures.

## Section 10. Definitions of terms we use in this brochure

**Calendar year** January 1 through December 31 of the same year. For new enrollees, the

calendar year begins on the effective date of their enrollment and ends on

December 31 of the same year.

**Coinsurance** Coinsurance is the percentage of our allowance that you must pay for

your care. See page 12.

**Copayment** A copayment is a fixed amount of money you pay when you receive

covered services. See page 12.

**Covered services** Care we provide benefits for, as described in this brochure.

**Deductible** A deductible is a fixed amount of covered expenses you must incur for

certain covered services and supplies before we start paying benefits for

those services. See page 12.

**Experimental or**A health product or service is deemed experimental or investigational investigational services
and excluded from coverage under this Agreement if one or more of the

following conditions are met: (i) any drug not approved for use by the FDA; any drug that is classified as IND (investigational new drug) by the FDA; (ii) any drug requiring pre-authorization that is proposed for off-label prescribing; (iii)any health product or service that is subject to Investigational Review Board (IRB) review or approval; (iv) any health product or service that is subject of a clinical trial that meets criteria for Phase I, II or III as set forth by FDA regulations; or (v) any health product or service that does not have a demonstrated value based on

clinical evidence reported by peer-review medical literature and by

generally recognized academic experts.

**Group health coverage** If you leave the FEHB Program, we will give you a Certificate of Group

Health Plan Coverage that indicates how long you have been enrolled with us. You can use this certificate when getting health insurance or other health care coverage. You must arrange for the other coverage within 63 days of leaving this Plan. Your new plan must reduce or eliminate waiting periods, limitations or exclusions for health related

conditions based on the information in the certificate.

If you have been enrolled with us for less than 12 months, but were previously enrolled in other FEHB plans, you may request a certificate

from them, as well.

**Us/We**Us and we refer to Coventry Health Care of Louisiana, Inc.

You refers to the enrollee and each covered family member.

## Section 11. FEHB facts

## No pre-existing condition limitation

## Where you can get information about enrolling in the FEHB Program

We will not refuse to cover the treatment of a condition that you had before you enrolled in this Plan solely because you had the condition before you enrolled.

See www.opm.gov/insure. Also, your employing or retirement office can answer your questions, and give you a *Guide to Federal Employees Health Benefits Plans*, brochures for other plans, and other materials you need to make an informed decision about:

- When you may change your enrollment;
- How you can cover your family members;
- What happens when you transfer to another Federal agency, go on leave without pay, enter military service, or retire;
- When your enrollment ends; and
- When the next open season for enrollment begins.

We don't determine who is eligible for coverage and, in most cases, cannot change your enrollment status without information from your employing or retirement office.

## Types of coverage available for you and your family

Self Only coverage is for you alone. Self and Family coverage is for you, your spouse, and your unmarried dependent children under age 22, including any foster children or stepchildren your employing or retirement office authorizes coverage for. Under certain circumstances, you may also continue coverage for a disabled child 22 years of age or older who is incapable of self-support.

If you have a Self Only enrollment, you may change to a Self and Family enrollment if you marry, give birth, or add a child to your family. You may change your enrollment 31 days before to 60 days after that event. The Self and Family enrollment begins on the first day of the pay period in which the child is born or becomes an eligible family member. When you change to Self and Family because you marry, the change is effective on the first day of the pay period that begins after your employing office receives your enrollment form; benefits will not be available to your spouse until you marry.

Your employing or retirement office will **not** notify you when a family member is no longer eligible to receive health benefits, nor will we. Please tell us immediately when you add or remove family members from your coverage for any reason, including divorce, or when your child under age 22 marries or turns 22.

If you or one of your family members is enrolled in one FEHB plan, that person may not be enrolled in or covered as a family member by another FEHB plan.

## When benefits and premiums start

## Your medical and claims records are confidential

The benefits in this brochure are effective on January 1. If you joined this Plan during Open Season, your coverage begins on the first day of your first pay period that starts on or after January 1. Annuitants' coverage and premiums begin on January 1. If you joined at any other time during the year, your employing office will tell you the effective date of coverage.

We will keep your medical and claims information confidential. Only the following will have access to it:

- OPM, this Plan, and subcontractors when they administer this contract;
- This Plan and appropriate third parties, such as other insurance plans and the Office of Workers' Compensation Programs (OWCP), when coordinating benefit payments and subrogating claims;
- Law enforcement officials when investigating and/or prosecuting alleged civil or criminal actions;
- OPM and the General Accounting Office when conducting audits;
- Individuals involved in bona fide medical research or education that does not disclose your identity; or
- OPM, when reviewing a disputed claim or defending litigation about a claim.

## When you retire

When you retire, you can usually stay in the FEHB Program. Generally, you must have been enrolled in the FEHB Program for the last five years of your Federal service. If you do not meet this requirement, you may be eligible for other forms of coverage, such as temporary continuation of coverage (TCC).

### When you lose benefits

•When FEHB coverage ends

You will receive an additional 31 days of coverage, for no additional premium, when:

- Your enrollment ends, unless you cancel your enrollment, or
- You are a family member no longer eligible for coverage.

You may be eligible for spouse equity coverage or Temporary Continuation of Coverage.

• Spouse equity coverage

If you are divorced from a Federal employee or annuitant, you may not continue to get benefits under your former spouse's enrollment. But, you may be eligible for your own FEHB coverage under the spouse equity law. If you are recently divorced or are anticipating a divorce, contact your ex-spouse's employing or retirement office to get RI 70-5, the *Guide to Federal Employees Health Benefits Plans for Temporary Continuation of Coverage and Former Spouse Enrollees*, or other information about your coverage choices.

•Temporary continuation of coverage (TCC)

If you leave Federal service, or if you lose coverage because you no longer qualify as a family member, you may be eligible for Temporary Continuation of Coverage (TCC). For example, you can receive TCC if you are not able to continue your FEHB enrollment after you retire, if you lose your job, or if you are a covered dependent child and you turn 22 or marry, etc.

You may not elect TCC if you are fired from your Federal job due to gross misconduct.

**Enrolling in TCC.** Get the RI 79-27, which describes TCC, and the RI 70-5, the *Guide to Federal Employees Health Benefits Plans for Temporary Continuation of Coverage and Former Spouse Enrollees*, from your employing or retirement office or from www.opm.gov/insure. It explains what you have to do to enroll.

## •Converting to individual coverage

You may convert to a non-FEHB individual policy if:

- Your coverage under TCC or the spouse equity law ends. (If you canceled your coverage or did not pay your premium, you cannot convert)
- You decided not to receive coverage under TCC or the spouse equity law; or
- You are not eligible for coverage under TCC or the spouse equity law.

If you leave Federal service, your employing office will notify you of your right to convert. You must apply in writing to us within 31 days after you receive this notice. However, if you are a family member who is losing coverage, the employing or retirement office will **not** notify you. You must apply in writing to us within 31 days after you are no longer eligible for coverage.

Your benefits and rates will differ from those under the FEHB Program; however, you will not have to answer questions about your health, and we will not impose a waiting period or limit your coverage due to pre-existing conditions.

## Getting a Certificate of Health Plan Coverage

The Health Insurance Portability and Accountability Act of 1996 (HIPPA) is a Federal law that offers limited Federal protections for health coverage availability and continuity to people who lose employer group coverage. If you leave the FEHB Program, we will give you a Certificate of Group Health Plan Coverage that indicates how long you have been enrolled with us. You can use this certificate when getting health insurance or other health care coverage. Your new plan must reduce or eliminate waiting periods, limitations, or exclusions for health related conditions based on the information in the certificate, as long as you enroll within 63 days of losing coverage under this Plan. If you have been enrolled with us for less than 12 months, but were previously enrolled in other FEHB plans, you may also request a certificate from those plans.

For more information, get OPM pamphlet RI 79-27, Temporary Continuation of Coverage (TCC) under the FEHB program. See also the FEHB website

(www.opm.gov/insure/health): refer tot he "TCC and HIPAA" frequently asked question. These highlighted HIPAA rules, such as the requirement that Federal employees must exhaust any TCC eligibility as one condition for guaranteed access to individual health coverage under HIPAA, and have information about Federal and State agencies you can contact for more information.

## **Long Term Care Insurance Is Coming Later in 2002!**

- Many FEHB enrollees think their health plan and/or Medicare covers long-term care. Unfortunately, they are WRONG!
- How are YOU planning to pay for the future custodial or chronic care you may need? Consider buying long term care
  insurance.

The Office of Personnel Management (OPM) will sponsor a high-quality long term care insurance program effective in October 2002. As part of its educational effort, OPM asks you to consider these questions:

#### What is long term care (LTC) insurance?

- It's insurance to help pay for long term care services you may need if you can't take care of yourself because of an extended illness or injury, or an age-related disease such as Alzheimer's.
- LTC insurance can provide broad, flexible benefits for care in a nursing home, in an assisted living facility, in your home, adult day care, hospice care, and more. LTC insurance can supplement care provided by family members, reducing the burden you place on them.

### I'm healthy. I won't need long term care. Or, will I?

- 76% of Americans believe they will never need long term care, but the facts are that about half of them will. And it's not just the old folks. About 40% of people needing long term care are under age 65. They may need chronic care due to a serious accident, a stroke, or developing multiple sclerosis, etc.
- We hope you will never need long term care, but you should have a plan just in case. LTC insurance may be vital to your financial and retirement planning.

## Is long term care expensive?

- Yes. A year in a nursing home can exceed \$50,000 and only three 8- hour shifts a week can exceed \$20,000 a year, that's before inflation!
- LTC can easily exhaust your savings but LTC insurance can protect it.

#### But won't my FEHB plan, Medicare or Medicaid cover my long term care?

- Not FEHB. Look under "*Not covered*" in sections 5(a) and 5(c) of your FEHB brochure. Custodial care, assisted living, or continuing home health care for activities of daily living are not covered. Limited stays in skilled nursing facilities can be covered in some circumstances.
- Medicare only covers skilled nursing home care after a hospitalization with a 100 day limit.
- Medicaid covers LTC for those who meet their state's guidelines, but restricts covered services and where they can be received. LTC insurance can provide choices of care and preserve your independence.

## When will I get more information?

- Employees will get more information from their agencies during the late summer/early fall of 2002.
- Retirees will receive information at home.

#### How can I find out more about the program NOW?

A toll-free telephone number will begin in mid-2002. You can learn more about the program now at <a href="https://www.opm.gov/insure/ltc">www.opm.gov/insure/ltc</a>

## **Department of Defense/FEHB Demonstration Project**

#### What is it?

The Department of Defense/FEHB Demonstration Project allows some active and retired uniformed service members and their dependents to enroll in the FEHB Program. The demonstration will last for three years and began with the 1999 open season for the year 2000. Open season enrollments will be effective January 1, 2002. DoD and OPM have set up some special procedures to implement the Demonstration Project, noted below. Otherwise, the provisions described in this brochure apply.

## Who is eligible

DoD determines who is eligible to enroll in the FEHB Program. Generally, you may enroll if:

- You are an active or retired uniformed service member and are eligible for Medicare;
- You are a dependent of an active or retired uniformed service member and are eligible for Medicare;
- You are a qualified former spouse of an active or retired uniformed service member and you have not remarried; or
- You are a survivor dependent of a deceased active or retired uniformed service member; and
- You live in one of the geographic demonstration areas.

If you are eligible to enroll in a plan under the regular Federal Employees Health Benefits Program, you are not eligible to enroll under the DoD/FEHBP Demonstration Project.

### The demonstration areas

- Dover AFB, DE
- Fort Knox, KY
- Dallas, TX
- New Orleans, LA
- Adair County, IA
- Commonwealth of Puerto Rico
- Greensboro/Winston Salem/High Point, NC
- Humboldt County, CA area
- Naval Hospital, Camp Pendleton, CA
- Coffee County, GA

### When you can join

You may enroll under the FEHB/DoD Demonstration Project during the 2000 open season, November 12, 2001, through December 10, 2001. Your coverage will begin January 1, 2002. DoD has set-up an Information Processing Center (IPC) in Iowa to provide you with information about how to enroll. IPC staff will verify your eligibility and provide you with FEHB Program information, plan brochures, enrollment instructions and forms. The toll-free phone number for the IPC is 1-877/DOD-FEHB (1-877/363-3342).

You may select coverage for yourself (Self Only) or for you and your family (Self and Family) during open season. Your coverage will begin January 1, 2002.

If you become eligible for the DoD/FEHB Demonstration Project outside of open season, contact the IPC to find out how to enroll and when your coverage will begin.

DoD has a web site devoted to the Demonstration Project. You can view information such as their Marketing/Beneficiary Education Plan, Frequently Asked Questions, demonstration area locations and zip code lists at <a href="https://www.tricare.osd.mil/fehbp">www.tricare.osd.mil/fehbp</a>. You can also view information about the demonstration project, including "The 2002 Guide to Federal Employees Health Benefits Plans Participating in the DoD/FEHB Demonstration Project," on the OPM web site at <a href="https://www.opm.gov">www.opm.gov</a>.

## Temporary Continuation Of Coverage(TCC)

See Section 11, FEHB Facts; it explains temporary continuation of coverage (TCC). Under this DoD/FEHB Demonstration Project the **only** individual eligible for TCC is one who ceases to be eligible as a "member of family" under your self and family enrollment. This occurs when a child turns 22, for example, or if you divorce and your spouse does not qualify to enroll as an unremarried former spouse under title 10, United States Code. For these individuals, TCC begins the day after their enrollment in the DoD/FEHB Demonstration Project ends. TCC enrollment terminates after 36 months or the end of the Demonstration Project, whichever occurs first. You, your child, or another person must notify the IPC when a family member loses eligibility for coverage under the DoD/FEHB Demonstration Project.

TCC is not available if you move out of a DoD/FEHB Demonstration Project area, you cancel your coverage, or your coverage is terminated for any reason. TCC is not available when the demonstration project ends.

#### Other features

The 31-day extension of coverage and right to convert do not apply to the DoD/FEHB Demonstration Project.

Notes:

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Do not rely on this page; it is for your convenience and may not show all pages where the terms appear.

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## Summary of benefits for Coventry Health Care of Louisiana, Inc. - 2002

- **Do not rely on this chart alone.** All benefits are provided in full unless indicated and are subject to the definitions, limitations, and exclusions in this brochure. On this page we summarize specific expenses we cover; for more detail, look inside.
- If you want to enroll or change your enrollment in this Plan, be sure to put the correct enrollment code from the cover on your enrollment form.
- We only cover services provided or arranged by Plan physicians, except in emergencies.

Benefits	You Pay	Page
Medical services provided by physicians:  • Diagnostic and treatment services provided in the office	Office visit copay: \$15 primary care; \$15 specialist	13
Services provided by a hospital:  Inpatient  Outpatient	\$100 per day (\$300 admission maximum) \$50 copayment	23 24
Emergency benefits:  • In-area  • Out-of-area	\$50 copay \$50 copay	26 26
Emergency benefits:  • In-area urgent care  • Out-of-area urgent care	\$50 copay per visit \$50 copay per visit	26 26
Mental health and substance abuse treatment	Regular benefits	28
Prescription drugs	\$10 copay generic; \$20 copay name brand; \$45 copay nonformulary	30
Dental Care	No benefit. Non-FEHB benefits available.	33
Vision Care	No benefit. Non-FEHB benefits available.	33
Protection against catastrophic costs (your out-of-pocket maximum)	Nothing after \$1,000/Self Only or \$3,000/Family enrollment per year Some costs do not count toward this protection	11

# 2002 Rate Information for Coventry Health Care of Louisiana, Inc.

**Non-Postal rates** apply to most non-Postal enrollees. If you are in a special enrollment category, refer to the FEHB Guide for that category or contact the agency that maintains your health benefits enrollment.

**Postal rates** apply to career Postal Service employees. Most employees should refer to the FEHB Guide for United States Postal Service Employees, RI 70-2. Different postal rates apply and special FEHB guides are published for Postal Service Nurses, RI 70-2B; and for Postal Service Inspectors and Office of Inspector General (OIG) employees (see RI 70-2IN).

Postal rates do not apply to non-career postal employees, postal retirees, or associate members of any postal employee organization who are not career postal employees. Refer to the applicable FEHB Guide.

	Non-Postal Premium				Postal Premium	
Biwe	Biweekly		Monthly		Biweekly	
Type of Gov't Enrollment Code Share	Your Share	Gov't Share	Your Share	USPS Share	Your Share	

**Baton Rouge** 

Self Only	JA1	\$97.86	\$36.38	\$212.03	\$78.82	\$115.52	\$18.72
Self and Family	JA2	\$223.41	\$88.36	\$484.06	\$191.44	\$263.75	\$48.02

## New Orleans

Self Only	BJ1	\$86.63	\$28.87	\$187.69	\$62.56	\$102.51	\$12.99
Self and Family	BJ2	\$201.20	\$67.06	\$435.92	\$145.31	\$238.08	\$30.18