



## Member State Fair Hearing Request Form

You have the right to ask for a fair hearing from the state after the Healthy Blue appeal process is finished. You may ask for a fair hearing within 30 calendar days from the date the appeal letter is received that said we denied coverage of services.

To ask for a state fair hearing:

- Call Member Services toll free at 1-844-521-6941. We will file it for you.
- Or send your state fair hearing request to the Office of the Administrative Law Judge. Include the letter we sent you that lets you know our decision to your appeal and any more data you would like the judge to review. You can mail it to:

Division of Administrative Law  
 Health and Hospitals Section  
 P.O. Box 4189  
 Baton Rouge, LA 70821-4189

- You can also file orally by calling the Division of Administrative Law (DAL) at 225-342-5800 or fax your request to 225-219-9823.
- Or go online to [www.adminlaw.state.la.us/HH.htm](http://www.adminlaw.state.la.us/HH.htm) to fill out a State Fair Hearing Request Form.

If you ask for a fair hearing, you will get a letter from the hearings officer. This letter will tell you the date and time of a meeting that will help prepare you for the hearing. This meeting will be held by phone, and you can explain why you do not agree with the decision made by Healthy Blue. There is no cost to take part in the hearing.

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Member's Name: \_\_\_\_\_

ID #: \_\_\_\_\_

Member's Address:

\_\_\_\_\_

Member's Phone Number:

\_\_\_\_\_

Authorized Representative's Name:

\_\_\_\_\_

Authorized Representative's Phone Number:

\_\_\_\_\_

Authorized Representative's Address:

\_\_\_\_\_

Plan Name:

\_\_\_\_\_

Healthy Blue is the trade name of Community Care Health Plan of Louisiana, Inc., an independent licensee of the Blue Cross and Blue Shield Association.



Service Denied:

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Date Service Denied:

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Yes, I would like to ask for a fair hearing from the Division of Administrative Law. I have attached a copy of the notice of decision from Healthy Blue.

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Member Signature

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Date

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MF-BLA-0003-16