

Berkshire Schools

Medical Reimbursement Plan Reimbursement Procedure

Professional/Medical Reimbursement

1. You or your dependents seek medical care from a hospital, doctor, lab, etc.
2. Present your Medical Mutual ID Card. The provider of service submits a claim to Medical Mutual of Ohio. Pay nothing at the time of service.
3. Medical Mutual of Ohio processes the claim and sends you an Explanation of Benefits (EOB). **If you have completed a MMO Authorization form, Barrett Benefits Group will be able to retrieve your EOB from the Medical Mutual website.** If you have not completed a MMO Authorization form, EOBs should then be faxed, mailed, or scanned and emailed to:

Barrett Benefits Group, Inc.
Fax (866) 539-5643
Sharefund@bbginc.net
3628 Walnut Hills Ave.
Suite 200
Orange Village, OH 44122

4. Barrett Benefits Group, Inc. re-processes the claim through the reimbursement system and issues reimbursement check. Reimbursement checks are made payable to you.
5. It is your responsibility to pay the provider.

Prescription Drug Reimbursement

1. Take your prescription to a network pharmacy.
2. Present your MMO ID Card.
3. The pharmacist will process the claim through MMO. You will be responsible to pay the amount.

IMPORTANT

ALWAYS PRESENT YOUR I.D. CARD FROM MEDICAL MUTUAL TO YOUR DOCTOR, HOSPITAL
and PHARMACY!!

Reimbursement cannot be made unless the claim has been processed by Medical Mutual.