



Dear Student:

Congratulations on your decision to continue your education! This letter provides information and guidelines that students are required to follow in order to receive medical and dental benefits while attending school outside the State of Alaska.

The Alaska Native Medical Center's (ANMC) Contract Health Services (CHS) provides funding for eligible Alaska Native/American Indian students, student's spouse and legal dependents, who are temporarily outside the State of Alaska, for the purpose of attending programs of vocational, technical or academic education on a **full-time basis**. ANMC CHS provides coverage for students who are Alaska residents and will be maintaining Alaska residency. Medical coverage is limited to acute medical conditions and is continuous for a period not to exceed 180 days after completion of studies.

Student funding for health care includes normal school breaks such as spring break, but does not include summer vacation. ANMC - CHS procedure states that during summer vacation, the home service areas in Alaska are responsible for their respective student's health care. ANMC - CHS covers the Anchorage Service Unit area and all other Alaska service areas that do not have their own CHS program. Service Unit areas excluded from the ANMC CHS student program are those residents of the **Tanana Chiefs Conference, the Ketchikan Indian Community, or the Metlakatla Indian Community**.

CHS will authorize payment for **acute medical conditions requiring immediate care and treatment**. Student and/or their legal dependents should take care of routine medical and dental needs before leaving the State of Alaska. Routine care is the financial responsibility of the student. Some examples of routine care include school physicals, immunizations, vision and hearing examinations, family planning, dental care and non-emergent/urgent surgical procedures. Additionally, the patient or legal dependant could be expected to return to Alaska for surgical procedures that are not emergent/urgent in nature. **Inpatient or outpatient mental health/substance** treatment services do not fall within ANMC CHS medical priorities and will not be authorized by ANMC CHS.

GUIDELINES FOR STUDENTS AND LEGAL DEPENDANTS:

- Students and/or legal dependants are expected to utilize medical and dental services that are provided through a school's health program or clinic and are encouraged to purchase and utilize school health insurance when available. This type of insurance will make at least a partial payment of the medical bill and will enable the ANMC - CHS program to provide more services to a greater number of students. If medical or dental care is received off-campus when these services are available, ANMC - CHS will not authorize payment.
- Students are required to utilize Indian Health Service (IHS) facilities if they are available. Students can access the IHS facility list at "http://www.ihs.gov/FacilitiesServices/AreaOffices/AreaOffices_index.asp". Contact each IHS/tribal facility to see if you can receive care at that facility. ANMC CHS will deny payment to non-IHS providers in those instances when the student could have utilized an IHS facility.
- ***Students must provide ANMC - CHS with the following to ensure eligibility for the student program:***
 - 1) An official letter from the school's registrar or office of admissions verifying the student's attendance will be (is) full-time. This letter is **required for every semester** the student is attending school on a full-time basis.
 - 2) Proof of eligibility must be on file at ANMC CHS for the student and all legal dependent family members. We accept Certificate of Indian Blood by the Bureau of Indian Affairs, Bureau of Indian Affairs Card, Tribal Membership Card issued by a Federally Recognized Tribe.
 - 3) Complete the patient registration worksheet and provide a copy of your valid State of Alaska identification or driver's license.
 - 4) Date of departure from Alaska (i.e. copy of the airline ticket or itinerary, ferry system tickets and/or gas receipts) depending on the means of travel.
 - 5) Anticipated date of return to Alaska (i.e. copy of the airline ticket or itinerary, ferry system tickets and/or gas receipts) upon your return to Alaska.
 - 6) The student's temporary mailing address and contact telephone number while going to school.

Providing these documents will avoid a delay in ANMC - CHS authorizing medical or dental services.

GUIDELINES FOR MEDICAL SERVICES:

- **Non-emergent medical services** must be pre-approved prior to scheduling medical appointments. The student has the ultimate responsibility of getting pre-authorization from ANMC CHS. However, any person acting on behalf of the student may request pre-authorization. Final authorization is not granted until the student provides ANMC CHS with the medical records and the medical records are reviewed by medical professionals.
- **Emergent medical care** for outpatient or inpatient services must be reported to ANMC CHS within **72-hours** (including weekends and holidays) after the beginning of treatment. ANMC CHS will be unable to authorize payment if notification is not given to ANMC CHS within the 72-hours. Final authorization is not granted until the patient provides ANMC CHS with the medical records and the medical records are reviewed by medical professionals to determine if the care received qualifies as immediate care and treatment. Call ANMC CHS at 800-478-1636 to provide the 72-hour notification. If after business hours or weekends, leave a message on our secure voicemail message system.
- If upon review the care received does not meet the criteria of **immediate care and treatment**, CHS will not authorize payment and the student will then be financially responsible. **If payment is approved, students are ultimately responsible for ensuring CHS receives all claims and applicable insurance information in a timely manner. CHS will not be responsible for delinquent accounts due to untimely submission of claims and/or insurance information.**

GUIDELINES FOR DENTAL SERVICES:

- Dental services must be pre-approved by contacting the Alaska Area Native Health Service’s Dental office. The student is ultimately responsible for notifying the Area Dental office of their dental need(s) by contacting:

DENTEX
Attn: Dr. Williard
4200 Lake Otis Pkwy., #204
Anchorage, AK 99508

Office: (907) 729-5602
Email: mewilliard@anthc.org

If you have additional questions or concerns, call CHS at **(800) 478-1636, select option 1, then select the option corresponding to the first letter of your last name.** Have a safe and productive school year.

Alaska Native Medical Center - Contract Health Services:

Mailing address:
ANMC / I-CHS
4315 Diplomacy Dr.
Anchorage, AK 99508

Physical Location:
Inuit Building
4141 Ambassador Dr. #148
Anchorage, AK 99508

Office: (907) 729-2470
or (800) 478-1636
Fax: (907) 729-2483
www.anthc.org/ps/contracthealthsvc

Other CHS programs that provide coverage to their regions residents who will be students outside Alaska:

Annette Island Health Center
Metlakatla Indian Community
PO Box 439
Metlakatla, Alaska 99926
(907) 886-66

Tanana Chiefs Conference
122 First Avenue
Fairbanks, Alaska 99701
(800) 478-6822 or (907) 452-8251

Ketchikan Indian Corporation
429 Deermount Avenue
Ketchikan, Alaska 99901
(907) 225-5158

