SUMMARY:

• Maximum Reimbursement per family is $300 per calendar year.

• Submit your completed form along with an itemized pharmacy printout clearly indicating the patient name, co-pay amount and prescription drug names.

• Cash register receipts, original pharmacy receipts, and cancelled checks are not acceptable.

• Charges for “over the counter” drugs, prescriptions not covered by your prescription plan, vaccines/injections, brand/generic differentials, diabetic supplies and medical supplies/devices are not reimbursed.

• Please refer to the detailed instructions on the claim form for more information.

• Please do not use highlighter on print-outs.
New York State Employees
Prescription Drug Co-Pay Reimbursement Claim Form

• Incomplete forms will be rejected.
• Form must be completed and signed by the CSEA Employee Benefit Fund member. All required documentation must be attached.
• Members who are enrolled in the New York State Health Insurance Program (either the Empire Plan or Health Maintenance Organization) are entitled to reimbursement once annually for NYSHIP prescription drug co-pays and covered prescriptions less than the co-pay for themselves and their eligible dependents.

Claim Year 2019

Member’s Name ___________________________ EBF ID# _______________________
Mailing Address ___________________________ Apt # ____________
City ___________________________ State _________ Zip Code ______________
Daytime Phone # ____________ Email __________________________

Member’s Health Insurance Carrier(s) ________________________ Spouse’s Health Insurance Carrier(s) _______________________

Member’s Signature ___________________________ Date ____________

Please allow up to 6 weeks for processing.

IMPORTANT — PLEASE READ

• Only one claim, per calendar year, per family (January 1, 2019 - December 31, 2019) is processed.
• Once your co-pays reach $300, the next $300 in prescription drug co-pays is reimbursable.
• To obtain the maximum benefit of $300, wait until your co-pay expenses reach $600 before filing your claim.
• If you do not accumulate $600 before the end of the year, submit your claim after December 31, 2019 for what you did pay over $300.
• The deadline for submission is March 31, 2020 for the co-pays accumulated during the 2019 calendar year.
• Submit your completed form along with an itemized pharmacy printout clearly indicating the patient name, co-pay amount and prescription drug names.
• Cash register receipts, original pharmacy receipts, and cancelled checks are not acceptable.
• Charges for “over the counter” drugs, prescriptions not covered by your prescription plan, vaccines/injections, brand/generic differentials, diabetic supplies and medical supplies/devices are not reimbursed.
• Please do not use highlighter on print-outs.

MAIL COMPLETED CLAIMS TO

CSEA Employee Benefit Fund
PO Box 516
Latham, NY 12110-0516

CSEA Employee Benefit Fund 1-800-323-2732 www.cseaebf.com