Humana. P.O. Box 14465 Lexington KY 40512



Medical records request

Dear V-LABS AMERICA INC:

The following pages contain medical record requests. Your cooperation is essential, and your prompt attention is appreciated. Failure to submit the requested records may result in your claim(s) being denied or adjusted.

Please note that if you are contracted with Humana and/or the ChoiceCare Network[®], you may be required to provide the requested information without charging Humana for the cost of submitting the documents. Please refer to the medical records section of your contract for further information.

To ensure expedited routing to the appropriate department, please be sure to submit the barcoded medical record request as a cover sheet when returning the requested information.

These requests for medical records are a permissible use and/or disclosure under both state and federal privacy laws and regulations, including the provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), and a patient authorization for the release of the requested information is not required.

We recognize that special requirements exist under 42 CFR Part 2 for the disclosure of patient records regarding alcohol and drug use. Please let us know if you have concerns about releasing certain items under these provisions.

Sincerely,

Humana.

Initial Pre-Pay Medical Record Request



| Member/Patient | TIA L GOWINS FLORES | Service dates | 5/1/2024-5/1/2024 |
|----------------|---------------------|---------------|-------------------|
| Member ID | H6228017700 | | |
| Date of birth | 12/15/1952 | | |

Comments

Records required for the selected date of service. Please send ordering and/or referring provider notes and supporting documentation pertaining to the date the tests were ordered, or the most relevant date of service.

Record types requested

| Lab Reports | | - Physician Progress Notes | ress Notes | | |
|--------------------|------------------------------------|----------------------------|------------|--|--|
| Request ID | HMRM29913275 | : Humana business area | FR | | |
| Claim number | 820241460223219 | : Department/region | FR-WAB | | |
| Reason for request | Lab | : Patient account number | 3418422651 | | |
| Response needed | 30 days from original request date | Entity ID | 601647538 | | |

Please return this page as a cover sheet when faxing or mailing the requested information.

Returning requested information:



Requested information can be uploaded using the Medical Records Management tool in the secure provider area of **www.availity.com** (registration required).



If the record cannot be uploaded, it can be sent by secure fax to **866-305-6655**.



The record can also be mailed to the following address: Humana Medical Records Management P.O. Box 14465 Lexington, KY 40512



For questions, call **1-800-438-7885 (TTY: 711)**, Monday through Friday, 8 a.m. to 8 p.m. Eastern time

VLABS AMERICA ATTN: MEDICAL RECORDS 1404 W WALNUT HILL LN STE 100 IRVING TX 75038-3016

1982 - 1/5: 9906

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June 2, 2024





May 31, 2024

VLABS AMERICA
Attn: Medical Records
1404 W WALNUT HILL LN STE 100
IRVING, TX 75038-3016



Claim Information

Patient: BEVERLY MCWILLIAMS

 Date of Birth:
 05/24/1963

 Date(s) of Service:
 02/21/2024

 Provider:
 VLABS AMERICA

 Claim ID:
 262756915

 Subscriber:
 MAPLE MCWILLIAMS

Member ID: MAPLE INCVILLIAMS 53235181000

Plan: WILLIAM WESLEY CARNES SR INC

Group #: 1502911 Type of Plan: POS

Re: FINAL REQUEST - Medical records needed to complete claim processing

Dear VLABS AMERICA:

We recently requested medical records for **BEVERLY MCWILLIAMS** for services provided **on February 21**, **2024**. Our records show that we have not yet received the necessary medical records to complete our review. **This is our final request for that information**. This review will be conducted by Optum on behalf of UnitedHealthcare. More information about our relationship with UnitedHealthcare is at the end of this letter.

Medical Records Needed

Please send complete medical records as outlined below. The records should cover every date of service on the claim. If the medical records include any non-standard abbreviations, please provide a reference key so the files can be interpreted. Thank you in advance for providing this information.

- · Demographic sheet
- Physician consultations, orders, progress and office notes
 - Comprehensive health, development and physical history (including current height, weight, vital signs and BMI)
 - Current medication and allergy list
 - Required/recommended screenings and results (vision, hearing, preventive, etc.)
 - Immunization record (including documented refusals)
 - History and current status of smoking
 - Substance abuse/drug screen
 - High-risk behavior screen
 - Depression screening and any applicable behavioral health notes
 - Chronic conditions and/or problem list
 - Documentation of any health education/anticipatory guidance provided

- Admission records (initial patient intake form, face sheet, nursing assessment, in-patient physician order, initial intake visit etc.)
- · Treatment administration record
 - Ancillary reports (lab, radiology, operative, pathology, anesthesia, etc.)
 - Respiratory/ventilation sheets
 - Infusion flow sheets
- All diagnostic and therapeutic services for which a member was referred by a practitioner, such as:
 - Specialty physician reports
 - Emergency room records
 - Any hospital records
- Coding and discharge summary
- Physician signature (including credentials) for verification
- Itemized bill and UB04 form (including ICD-10 C)
- Any other information contained in the medical records during the time span indicated





United Healthcare

Hospital/Surgical Center Records

- Emergency room records (including diagnostic impression)
- Admission sheets (face sheet, physician orders, consultations, nursing admission assessment, etc.)
- Physician and nursing progress notes
- Treatment administration record
 - Medical chart documentation for the stay
 - Procedure and surgical report(s)
 - All ancillary reports and records (lab, radiology, operative, pathology, anesthesia, etc.)
 - Medication record
 - Respiratory/ventilation sheets
 - Recovery room report
 - Intake/output record
 - IV Flow sheets
- · Coding and discharge summary

Other

- Any additional information that is a part of the patient's treatment records:
 - Medical chart documentation for the stay
 - History and physical
 - Medication record
 - Respiratory therapy
 - Occupational therapy, physical therapy and/or speech therapy notes
- · Copy of the Uniform Billing Form
- Line itemized bill detail supporting billed charges to include procedure, revenue code nomenclature, date of service, units of service and charges

Home Health Requests

- Initial patient intake form
- History and assessments (first visit and all subsequent assessments)
- · Certification documentation
- Home visit and/or face-to-face documentation (timesheets, call logs, etc.)
- Orders, progress, evaluations and office notes (physician, nursing, home health aide, social worker and therapy)
- Outcome and Assessment Information Set (OASIS) forms

- Treatment administration record
 - Plan of care
 - Ancillary reports (lab, radiology, pathology, etc.)
 - Medication administration records
 - Infusion flow sheets
- Discharge summary
- Signature log
- Any other documentation that supports the billed charges

Durable Medical Equipment (if applicable)

Documentation should include, but is not limited to:

- Initial set-up/delivery documentation or shipping documentation for mail order
- Physician order/Certificate of Medical Necessity (CMN) for original date of service and renewal orders/CMN covering through date of service requested
- Supporting physician notes for services requested
- Proof of use, such as ongoing supporting supply deliveries (oxygen refills, oxygen tubing, CPAP supply deliveries, etc.)







Lab Claims

- Physician's orders for the laboratory test, including any standing orders and/or provider custom panel orders, whether for the ordering provider or all referring providers
- Laboratory testing method, specimen type and test results related to all billed services
- CLIA documentation (certificates, licenses, permits, etc.)
- Manufacturer and model number of the testing equipment used for billed services
- Manufacturer and brand information for all test supplies used for billed services

Submission deadline

Please submit these medical records within **15** calendar days from the date of this letter. Please do not send a new claim or request for reconsideration.

Submission instructions

- Online: Through the UnitedHealthcare Provider Portal. Go to **UHCprovider.com** and click Sign In in the upper right corner. Then, click on Claims.
- Mail: Send the records and a copy of this letter to:

Optum P.O. Box 740805 Atlanta, GA 30374-0805

If you prefer to submit the medical records on a CD or DVD, please read the enclosed *Instructions for Sending Medical Records on CD or DVD* to ensure it is formatted correctly.

Next steps

This claim is on hold until we receive the requested medical records. If we don't receive the information by the deadline, the claim will be processed based on the information currently available. Once we process the claim, we'll notify you of our decision through a Provider Remittance Advice.

Questions? We're here to help.

If you have any questions about this request, please call Provider Services at 866-230-5783, Monday - Friday, 8 a.m. - 6 p.m. CT.

Sincerely,

The Optum Payment Integrity Team on behalf of UnitedHealthcare

Protecting Patient Privacy

Optum is an affiliate of UnitedHealthcare that conducts payment integrity reviews on behalf of UnitedHealthcare to help ensure claims are processed correctly as a key avenue to reducing health care costs. The relationship between Optum and UnitedHealthcare includes a Business Associate Agreement compliant with HIPAA privacy regulations. This means Optum can request medical records for the purpose of payment activities, without additional patient authorization.

Insurance coverage provided by or through UnitedHealthcare Insurance Company or its affiliates. Health plan coverage provided by UnitedHealthcare of Arizona, Inc., UHC of California DBA UnitedHealthcare of California, UnitedHealthcare Benefits Plan of California, UnitedHealthcare of Colorado, Inc., UnitedHealthcare of the Mid-Atlantic, Inc., MAMSI Life and Health Insurance Company, UnitedHealthcare of New York, Inc., UnitedHealthcare Insurance Company of New York, UnitedHealthcare of Oklahoma, Inc., UnitedHealthcare of Oregon, Inc., UnitedHealthcare of Pennsylvania, Inc., UnitedHealthcare of Texas, Inc., UnitedHealthcare of Utah, Inc., UnitedHealthcare of Washington, Inc., Optimum Choice, Inc., Oxford Health Insurance, Inc., Oxford Health Plans (NJ), Inc., Oxford Health Plans (CT), Inc., All Savers Insurance Company, Tufts Health Freedom insurance Company or other affiliates. Administrative services provided by OptumHealth Care Solutions, LLC, OptumRx, Oxford Health Plans LLC, United Healthcare Services, Inc., Tufts Health Freedom Plans Inc., or other affiliates. Behavioral health products provided by U.S. Behavioral Health Plan, California (USBHPC), or its affiliates.









Instructions for Sending Medical Records on CD or DVD

If you'd like to send us the medical records on a CD or DVD format, please follow the steps outlined in this document.

Step 1: Clearly label each CD or DVD with the following:

- The letters "UHC"
- The provider's name
- The date of the request and the letter reference number on the letter

Example: UHC-John Doe Medical Center-9/1/2017-ref#12345678

Step 2: Encrypt all CDs and DVDs with a password using WinZip.

- Please don't encrypt the image files individually
- The generic password used should be "CDunlock" or "%Uh@L8c2"
- If you use a different password, you'll need to clearly label the CD/DVD with the letter reference number. Then, send the password to us in one of two ways:
 - By mail: Send a separate letter with the password and include the letter reference number
 - By phone: Call the number on this request to give us the password over the phone

CDs and DVDs that We Can't Process

Occasionally, we may receive a CD or DVD that cannot be processed. This may happen if:

- The CD/DVD files are corrupt
- The files aren't in a .tiff, .txt, .pdf, .doc or .xls format
- The CD/DVD doesn't have any content
- We receive a damaged/broken CD/DVD

If this happens, we'll mail you a letter with the reason why we couldn't process the CD and directions on next steps. However, we won't return the CD/DVD.







UnitedHealthCare Services, Inc. **BUFFALO SERVICE CENTER** PO BOX 740800 ATLANTA, GA 30374-0800

151STANDARDBW0006001-15247-01

VLABS AMERICA CORP 1404 W WALNUT HILL LN STE 100 IRVING TX 75038-3016

Claim Information

Patient: Patient Acct#:

Rhonda Pullen 3418106786 Date of Service: 04/17/2024

Provider:

Vlabs America Corp

Claim ID:

979008770/EE/008273

Claim #: Member: EM47432602 Rhonda Pullen 979008770

Member ID:

SANTANDER

Group:

HOLDINGS USA, INC.

Group #: Letter ID: GA918622/LE/001 PFA028

May 30, 2024

Dear Vlabs America Corp

We are requesting medical records to complete a pre-payment review for a claim submitted for Rhonda Pullen, for services provided beginning on 04/17/2024. The information from the review will help determine eligible expenses under the patient's health plan and help ensure that claim processing is accurate.

Medical Records Needed

Please send complete medical records as outlined below, based on your specialty or where the service(s) was given. The records should cover every date of service on the claim. If the medical records include any non-standard abbreviations, please provide a reference key so the files can be interpreted. Thank you in advance for providing this information.

Care Provider Records

Demographic sheet

Physician consultations, orders, progress and office notes

- Comprehensive health, development and physical history (including current height. weight, vital signs and BMI)
- Current medication and allergylist
- Required/recommended screenings and results (vision, hearing, preventive, etc.)
- Immunization record (including documented refusals)
- History and current status of smoking 0
- Substance abuse/drug screen
- High-risk behavior screen
- Depression screening and any applicable behavioral health notes
- Chronic conditions and/or problem list
- Documentation of any health education/ anticipatory guidance provided

Admission records (initial patient intake form, face sheet, nursing assessment, in-patient physician order, initial intake visit etc.) Treatment administration record

- Ancillary reports (lab, radiology, operative, pathology, anesthesia, etc.)
- Respiratory/ventilation sheets
- Infusion flow sheets

All diagnostic and therapeutic services for which a member was referred by a practitioner, such as:

- Specialty physician reports
- Emergency room records
- Any hospital records

Coding and discharge summary

Physician signature (including credentials) for verification

Itemized bill and UB04 form (include ICD-10 C) Any other information contained in the medical records during the time span indicated.

X-rays

Any prior dental records related to the teeth being repaired as part of the accident



How to Submit Medical Records

There are two ways to send us the medical records:

Online: Go to **UHCprovider.com** and click on the "Sign In" button in the top right corner. Then, click on Claims to upload your information.

By Mail: Mail the information with a copy of this letter to:

UnitedHealthcare P.O. Box 740805 Atlanta, GA 30374-0805

Deadline and Next Steps

The claim is on hold. It's important that we hear back from you in 45 calendar days from the date of this letter. When you send us the information we need, we'll process the claim and notify you of our decision. If the information isn't received by the deadline, the claim may be denied.

Questions? We're here to help.

If you have questions, please call Provider Services at **877-842-3210** from 8 a.m. to 5 p.m. Central Time, Monday through Friday. To review reimbursement and medical policies, check member eligibility and benefits, manage claims, request prior authorization and more, go to **UHCprovider.com** and click on the "Sign In" button in the top right corner.

Sincerely,







W1NU150C008713 ELNU

V-LABS AMERICA INC 1404 W WALNUT HILL LN STE 100 IRVING TX 75038

Your name, V-LABS AMERICA INC, and Tax ID have been verified by the IRS.

Tax ID: 852668857

EPC Draft #: 0

Payment Week: 21

Payment Date:

05/28/2024

Page 1 of 2

Claim#: 240521547029 MemberID: 994371443 Patient Acct#: 3411721752

Patient Name: EDDIE DUKES

| endering Provider: Statement Dates: 05/01/24 | | | | | | | | | | | | |
|--|---------------------------------|--------------|-------------------|--------------------|--------|--------|------------|-------------------------------------|--------------------|-------------|------|----------------|
| Service Date | Procedure Code/ Revenue Code | Total Charge | Allowed Amount | Withheld Amount | Co-Ins | Сорау | Deductible | Not Covered/ Other Adjustment | Discount Amount | Paid Amount | | anation ode |
| 05/01/24 | 80184 | \$40.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$40.00 | \$0.00 | N425 | CO96 |
| 05/01/24 | 80299 | \$18.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$18.00 | \$0.00 | N425 | CO96 |
| 05/01/24 | 80307 | \$160.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$160.00 | \$0.00 | N425 | CO96 |
| 05/01/24 | G0482 | \$400.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$400.00 | \$0.00 | N425 | CO96 |
| | Subtotals: | \$618.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$618.00 | \$0.00 | | |

 Total Member Obligation
 \$0.00

 Claim Payment
 \$0.00

 Interest Penalty
 \$0.00

 Adjustment
 \$0.00

 Net Claim Payment
 \$0.00

Plan: 2024H1278013

Product: UGT

| Statement Summary Administered By | Total | Allowed | Withheld | Patient | Not Cov | Provider | Net Payment |
|-----------------------------------|----------|---------|----------|------------|-----------|----------|-------------|
| | Charge | Amount | Amount | Obligation | /OtherAdj | Discount | Amount |
| WellMed | \$618.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$618.00 | \$0.00 |

Document Total

Total Amount Paid: \$0.00
Total Auto Debit: \$0.00
Total Check: \$0.00



UnitedHealthCare Services, Inc. RICHARDSON/SPRGFLD SRVC CNTR PO BOX 30555 SALT LAKE CITY, UT 84130-0555 148STANDARDBW1007001-00006-01

VLABS AMERICA CORP 1404 W WALNUT HILL LN STE 100 IRVING TX 75038-3016

Claim Information

Patient: Patient Acct#:

Date of Service:

Christi Simpkins 3369865833 04/04/2024

Provider: Claim ID: Vlabs America Corp 987802468/EE/008273

Claim #: Member:

EM40950029 Christi Simpkins 987802468

Member ID: Group:

INTEGRITY MARKETING GROUP

Group #:

GA929287/A /001

Letter ID:

PFA028

May 27, 2024

Dear Vlabs America Corp:

We are requesting medical records to complete a pre-payment review for a claim submitted for Christi Simpkins, for services provided beginning on 04/04/2024. The information from the review will help determine eligible expenses under the patient's health plan and help ensure that claim processing is accurate.

Medical Records Needed

Please send complete medical records as outlined below, based on your specialty or where the service(s) was given. The records should cover every date of service on the claim. If the medical records include any non-standard abbreviations, please provide a reference key so the files can be interpreted. Thank you in advance for providing this information.

- Demographic sheet
- Physician consultations, orders, progress and office notes
 - Comprehensive health, development and physical history (including current height, weight, vital signs and BMI)
 - Current medication and allergylist
 - Required/recommended screenings and results (vision, hearing, preventive, etc.)
 - Immunization record (including documented refusals)
 - History and current status of smoking
 - Substance abuse/drug screen
 - High-risk behavior screen
 - Depression screening and any applicable behavioral health notes
 - Chronic conditions and/or problem list
 - Documentation of any health education/

- Admission records (initial patient intake form. face sheet, nursing assessment, in-patient physician order, initial intake visit etc.)
- Treatment administration record
 - Ancillary reports (lab, radiology, operative, pathology, anesthesia, etc.)
 - Respiratory/ventilation sheets
 - Infusion flow sheets
- All diagnostic and therapeutic services for which a member was referred by a practitioner, such as:
 - Specialty physician reports
 - Emergency room records
 - Any hospital records
- Coding and discharge summary
- Physician signature (including credentials) for verification
- Itemized bill and UB04 form (include ICD-10 C)
- Any other information contained in the medical

- Any follow up care and proposed timeframe
- X-rays
- Any prior dental records related to the teeth being repaired as part of the accident

There are two ways to send us the medical records:

- Online: Go to UHCprovider.com and click on the "Sign In" button in the top right corner. Then, click on Claims to upload your information.
- By Mail: Mail the information with a copy of this letter to:

UnitedHealthcare P.O. Box 740805 Atlanta, GA 30374-0805

Deadline and Next Steps

The claim is on hold. It's important that we hear back from you in 45 calendar days from the date of this letter. When you send us the information we need, we'll process the claim and notify you of our decision. If the information isn't received by the deadline, the claim may be denied.

Questions? We're here to help.

If you have questions, please call Provider Services at **877-842-3210** from 8 a.m. to 5 p.m. Central Time, Monday through Friday. To review reimbursement and medical policies, check member eligibility and benefits, manage claims, request prior authorization and more, go to **UHCprovider.com** and click on the "Sign In" button in the top right corner.

Sincerely,







UnitedHealthCare Services, Inc. GREENSBORO SERVICE CENTER PO BOX 740800 ATLANTA, GA 30374-0800

VLABS AMERICA CORP 1404 W WALNUT HILL LN STE 100 IRVING TX 75038-3016

Claim Information

Patient:
Patient Acct#:

Heidi Chatwin 3418608513 05/01/2024

Provider: Claim ID:

Date of Service:

Vlabs America Corp 966477155/SP/008273

Claim #:

966477155/SP/008 EM40950026

Member: Member ID: Scott Chatwin

Group:

966477155 PETER KIEWIT SONS'.

INC.

Group #:

GA702561/AP/033

Letter ID: PFA028

May 27, 2024

Dear Vlabs America Corp

We are requesting medical records to complete a pre-payment review for a claim submitted for Heidi Chatwin, for services provided beginning on 05/01/2024. The information from the review will help determine eligible expenses under the patient's health plan and help ensure that claim processing is accurate.

Medical Records Needed

Please send complete medical records as outlined below, based on your specialty or where the service(s) was given. The records should cover every date of service on the claim. If the medical records include any non-standard abbreviations, please provide a reference key so the files can be interpreted. Thank you in advance for providing this information.

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 - High-risk behavior screen
 - Depression screening and any applicable behavioral health notes
 - Chronic conditions and/or problem list
 - Documentation of any health education/ anticipatory guidance provided

- Admission records (initial patient intake form, face sheet, nursing assessment, in-patient physician order, initial intake visit etc.)
- Treatment administration record
 - Ancillary reports (lab, radiology, operative, pathology, anesthesia, etc.)
 - o Respiratory/ventilation sheets
 - o Infusion flow sheets
- All diagnostic and therapeutic services for which a member was referred by a practitioner, such as:
 - Specialty physician reports
 - o Emergency room records
 - Any hospital records
- Coding and discharge summary
- Physician signature (including credentials) for verification
- Itemized bill and UB04 form (include ICD-10 C)
- Any other information contained in the medical records during the time span indicated.

- X-rays
- Any prior dental records related to the teeth being repaired as part of the accident



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Sincerely,





UnitedHealthCare Services, Inc. RICHARDSON/SPRGFLD SRVC CNTR PO BOX 30555 SALT LAKE CITY, UT 84130-0555

VLABS AMERICA CORP 1404 W WALNUT HILL LN STE 100 IRVING TX 75038-3016

Claim Information

Patient: Jesus Gonzalez, Jr.
Patient Acct#: 3369865825

Date of Service: 04/02/2024

Provider: Vlabs America Corp Claim ID: 924882467/EE/008273

 Claim #:
 EM40950053

 Member:
 Jesus Gonzalez, Jr.

 Member ID:
 924882467

PEBC - DENTON COUNTY

Group #: GA730503/AA/001

Letter ID: PFA028

Group:

May 27, 2024

Dear Vlabs America Corp:

We are requesting medical records to complete a pre-payment review for a claim submitted for Jesus Gonzalez, Jr., for services provided beginning on 04/02/2024. The information from the review will help determine eligible expenses under the patient's health plan and help ensure that claim processing is accurate.

Medical Records Needed

Please send complete medical records as outlined below, based on your specialty or where the service(s) was given. The records should cover every date of service on the claim. If the medical records include any non-standard abbreviations, please provide a reference key so the files can be interpreted. Thank you in advance for providing this information.

- Demographic sheet
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 - o High-risk behavior screen
 - Depression screening and any applicable behavioral health notes
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UnitedHealthcare P.O. Box 740805 Atlanta, GA 30374-0805

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Sincerely,







UnitedHealthCare Services, Inc. GREENSBORO SERVICE CENTER PO BOX 740800 ATLANTA, GA 30374-0800

VLABS AMERICA CORP 1404 W WALNUT HILL LN STE 100 IRVING TX 75038-3016

Claim Information

Patient: Dacrie Machuca
Patient Acct#: 3418608506
Date of Service: 04/26/2024

Provider:

 Claim ID:
 982326423/EE/008273

 Claim #:
 EM40950023

 Member:
 Dacrie Machuca

 Member ID:
 982326423

Group: TAKEDA

PHARMACEUTICALS NORTH A

Vlabs America Corp

Group #: GA931871/AB/001

Letter ID: PFA028

May 27, 2024

Dear Vlabs America Corp:

We are requesting medical records to complete a pre-payment review for a claim submitted for Dacrie Machuca, for services provided beginning on 04/26/2024. The information from the review will help determine eligible expenses under the patient's health plan and help ensure that claim processing is accurate.

Medical Records Needed

Please send complete medical records as outlined below, based on your specialty or where the service(s) was given. The records should cover every date of service on the claim. If the medical records include any non-standard abbreviations, please provide a reference key so the files can be interpreted. Thank you in advance for providing this information.

- Demographic sheet
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 - Chronic conditions and/or problem list
 - Documentation of any health education/

- Admission records (initial patient intake form, face sheet, nursing assessment, in-patient physician order, initial intake visit etc.)
- Treatment administration record
 - Ancillary reports (lab, radiology, operative, pathology, anesthesia, etc.)
 - Respiratory/ventilation sheets
 - Infusion flow sheets
- All diagnostic and therapeutic services for which a member was referred by a practitioner, such as:
 - Specialty physician reports
 - Emergency room records
 - Any hospital records
- Coding and discharge summary
- Physician signature (including credentials) for verification
- Itemized bill and UB04 form (include ICD-10 C)
- Any other information contained in the medical

- Any follow up care and proposed timeframe
- X-rays
- Any prior dental records related to the teeth being repaired as part of the accident



There are two ways to send us the medical records:

- Online: Go to UHCprovider.com and click on the "Sign In" button in the top right corner. Then, click on Claims to upload your information.
- By Mail: Mail the information with a copy of this letter to:

UnitedHealthcare P.O. Box 740805 Atlanta, GA 30374-0805

Deadline and Next Steps

The claim is on hold. It's important that we hear back from you in 45 calendar days from the date of this letter. When you send us the information we need, we'll process the claim and notify you of our decision. If the information isn't received by the deadline, the claim may be denied.

Questions? We're here to help.

If you have questions, please call Provider Services at **877-842-3210** from 8 a.m. to 5 p.m. Central Time, Monday through Friday. To review reimbursement and medical policies, check member eligibility and benefits, manage claims, request prior authorization and more, go to **UHCprovider.com** and click on the "Sign In" button in the top right corner.

Sincerely,







UnitedHealthcare Insurance Company RICHARDSON/SPRGFLD SRVC CNTR P.O. BOX 30555 SALT LAKE CITY, UT 84130-0555

VLABS AMERICA CORP 1404 W WALNUT HILL LN STE 100 IRVING TX 75038-3016



Claim Information

Patient: Kristi Peterson
Patient Acct#: 3369865823
Date of Service: 04/04/2024

 Provider:
 Vlabs America Corp

 Claim ID:
 980839612/EE/008273

 Claim #:
 EM40950024

 Claim #:
 EM40950024

 Member:
 Kristi Peterson

 Member ID:
 980839612

Group #: BILL UTTER FORD GA930015/AA/003

Letter ID: PFA028

May 27, 2024

Dear Vlabs America Corp.

We are requesting medical records to complete a pre-payment review for a claim submitted for Kristi Peterson, for services provided beginning on 04/04/2024. The information from the review will help determine eligible expenses under the patient's health plan and help ensure that claim processing is accurate.

Medical Records Needed

Please send complete medical records as outlined below, based on your specialty or where the service(s) was given. The records should cover every date of service on the claim. If the medical records include any non-standard abbreviations, please provide a reference key so the files can be interpreted. Thank you in advance for providing this information.

- Demographic sheet
- Physician consultations, orders, progress and office notes
 - Comprehensive health, development and physical history (including current height, weight, vital signs and BMI)
 - o Current medication and allergylist
 - Required/recommended screenings and results (vision, hearing, preventive, etc.)
 - Immunization record (including documented refusals)
 - History and current status of smoking
 - Substance abuse/drug screen
 - High-risk behavior screen
 - Depression screening and any applicable behavioral health notes
 - Chronic conditions and/or problem list
 - Documentation of any health education/

- Admission records (initial patient intake form, face sheet, nursing assessment, in-patient physician order, initial intake visit etc.)
- · Treatment administration record
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Sincerely,



