



**guide to**  
**YOUR 2023 BENEFITS**  
**AND SERVICES**

[kaiserpermanente.org](https://kaiserpermanente.org)



**KAISER FOUNDATION HEALTH PLAN OF THE MID-ATLANTIC STATES, INC.**

**SMALL GROUP EVIDENCE**  
**OF COVERAGE**

**VIRGINIA**  
**SIGNATURE CARE DELIVERY SYSTEM**



This plan has accreditation from the NCQA  
See 2023 NCQA Guide for more information on accreditation



**KAISER**  
**PERMANENTE®**

Kaiser Foundation Health Plan  
of the Mid-Atlantic States, Inc.  
2101 East Jefferson Street  
Rockville, Maryland 20852

## **IMPORTANT INFORMATION REGARDING YOUR INSURANCE**

This company is subject to regulation in this Commonwealth by the State Corporation Commission Bureau of Insurance pursuant to Title 38.2 and by the Virginia Department of Health pursuant to Title 32.1.

In the event you need to contact someone about this insurance for any reason, please contact your agent. If no agent was involved in the sale of this insurance, or if you have additional questions you may contact Kaiser Permanente at the following address and telephone number:

Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc.  
Box 6831  
2101 East Jefferson Street  
Rockville, MD 20852  
(301) 468-6000 or toll-free (800) 777-7902

We recommend that you familiarize yourself with Section 5: Filing Claims, Appeals and Grievances of this Small Group Agreement and Evidence of Coverage and make use of it before taking any other action.

If you have been unable to contact or obtain satisfaction from the company or your agent, you may contact the Virginia State Corporation Commission's Bureau of Insurance at:

State Corporation Commission  
Bureau of Insurance  
P.O. Box 1157  
Richmond, VA 23218  
Consumer Services: (804) 371-9741 or toll-free (800) 552-7945  
National toll-free (877) 310-6560  
Fax: (804) 371-9944

Written correspondence is preferable so that a record of your inquiry is maintained. When contacting Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc. or the Bureau of Insurance, have your policy number available.

## Notice of Protection Provided by Virginia Life, Accident and Sickness Insurance Guaranty Association

This notice provides a **brief summary** of the Virginia Life, Accident and Sickness Insurance Guaranty Association (“the Association”) and the protection it provides for policyholders. This safety net was created under Virginia law, which determines who and what is covered and the amounts of coverage.

The Association was established to provide protection in the unlikely event that a life, annuity or accident and sickness insurance company (including a health maintenance organization) licensed in the Commonwealth of Virginia becomes financially unable to meet its obligations and is taken over by its Insurance Department. If this should happen, the Association will typically arrange to continue coverage and pay claims, in accordance with Virginia law, with funding from assessments paid by other life and health insurance companies licensed in the Commonwealth of Virginia.

The basic protections provided by the Association are:

- Life Insurance
  - \$300,000 in death benefits
  - \$100,000 in cash surrender and withdrawal values
  
- Health Insurance
  - \$500,000 for health benefit plans
  - \$300,000 in disability income insurance benefits
  - \$300,000 in long-term care insurance benefits
  - \$100,000 in other types of accident and sickness insurance benefits
  
- Annuities
  - \$250,000 in withdrawal and cash values

The maximum amount of protection for each individual, regardless of the number of policies or contracts is \$350,000, except for health benefit plans, for which the limit is increased to \$500,000.

**Note: Certain policies and contracts may not be covered or fully covered.** For example, coverage does not extend to any portion(s) of a policy or contract that the insurer does not guarantee, such as certain investment additions to the account value of a variable life insurance policy or a variable annuity contract. There are also various residency requirements and other limitations under Virginia law.

To learn more about the above protections, please visit the Association’s website at [www.valifega.org](http://www.valifega.org) or contact:

VIRGINIA LIFE, ACCIDENT AND SICKNESS  
INSURANCE GUARANTY ASSOCIATION  
c/o APM Management Services, Inc.  
1503 Santa Rosa Road, Suite 101  
Henrico, VA 23229-5105  
804-282-2240

STATE CORPORATION COMMISSION  
Bureau of Insurance  
P.O. Box 1157  
Richmond, VA 23218-1157  
804-371-9741  
Toll Free Virginia only: 1-800-552-7945  
<http://scc.virginia.gov/boi/index.aspx>

**Insurance companies and agents are not allowed by Virginia law to use the existence of the Association or its coverage to encourage you to purchase any form of insurance. When selecting an insurance company, you should not rely on Association coverage. If there is any inconsistency between this notice and Virginia law, then Virginia law will control.**

## Your Rights and Protections Against Surprise Medical Bills

When you get emergency care or are treated by an out-of-network provider at an in-network facility, you are protected from balance billing. In these cases, you shouldn't be charged more than your plan's copayments, coinsurance and/or deductible.

### What is “balance billing” (sometimes called “surprise billing”)?

When you see a doctor or other health care provider, you may owe certain out-of-pocket costs, like a copayment, coinsurance, or a deductible. You may have additional costs or have to pay the entire bill if you see a provider or visit a health care facility that isn't in your health plan's network.

“Out-of-network” means providers and facilities that haven't signed a contract with your health plan to provide services. Out-of-network providers may be allowed to bill you for the difference between what your plan pays, and the full amount charged for a service. This is called “**balance billing**.” This amount is likely more than in-network costs for the same service and might not count toward your plan's deductible or annual out-of-pocket limit.

“Surprise billing” is an unexpected balance bill. This can happen when you can't control who is involved in your care—like when you have an emergency or when you schedule a visit at an in-network facility but are unexpectedly treated by an out-of-network provider. Surprise medical bills could cost thousands of dollars depending on the procedure or service.

Insurers are required to tell you which providers and facilities are in their networks. Providers and facilities must tell you with which provider networks they participate. This information is on the insurer's, provider's or facility's website or on request.

### You're protected from balance billing for:

#### **Emergency services**

If you have an emergency medical condition and get emergency services from an out-of-network provider or facility, the most they can bill you is your plan's in-network cost-sharing amount (such as deductibles, copayments and coinsurance). You **can't** be balance billed for these emergency services. This includes services at the same facility that you may get after you're in stable condition, unless you give written consent and give up your protections not to be balanced billed for these post-stabilization services.

#### **Certain services at an in-network facility**

When you get services from an in-network facility, certain providers there may be out-of-network. In these cases, the most those providers can bill you is your plan's in-network cost-sharing amount. This applies to emergency medicine, laboratory, surgeon and assistant surgeon services, and

professional ancillary services such as anesthesia, pathology, radiology, neonatology, hospitalist, or intensivist services. These providers **can't** balance bill you and **can't** ask you to give up your protections not to be balance billed.

If you receive other types of services at these in-network facilities, out-of-network providers **can't** balance bill you unless you give written consent and give up your protections.

**You're never required to give up your protections from balance billing. You also aren't required to get out-of-network care. You can choose a provider or facility in your plan's network.**

### **When balance billing isn't allowed, you also have these protections:**

- You're only responsible for paying your share of the cost (like the copayments, coinsurance, and deductible that you would pay if the provider or facility was in-network). Your health plan will pay any additional costs to out-of-network providers and facilities directly.
- Generally, your health plan must:
  - Cover emergency services without requiring you to get approval for services in advance (also known as "prior authorization").
  - Cover emergency services by out-of-network providers.
  - Base what you owe the provider or facility (cost-sharing) on what it would pay an in-network provider or facility and show that amount in your explanation of benefits.
  - Count any amount you pay for emergency services or out-of-network services toward your in-network deductible and in-network out-of-pocket limit.

**If you think you've been wrongly billed**, call the federal agencies responsible for enforcing the federal balance billing protection law at: **1-800-985-3059** and/or file a complaint with the Virginia State Corporation Commission Bureau of Insurance at: [scc.virginia.gov/pages/File-Complaint-Consumers](https://scc.virginia.gov/pages/File-Complaint-Consumers) or call **1-877-310-6560**.

Visit [cms.gov/nosurprises/consumers](https://cms.gov/nosurprises/consumers) for more information about your rights under federal law.

Consumers covered under (i) a fully-insured policy issued in Virginia, (ii) the Virginia state employee health benefit plan; or (iii) a self-funded group that opted-in to the Virginia protections are also protected from balance billing under Virginia law. Visit [scc.virginia.gov/pages/Balance-Billing-Protection](https://scc.virginia.gov/pages/Balance-Billing-Protection) for more information about your rights under Virginia law.

## NONDISCRIMINATION NOTICE

Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc. (Kaiser Health Plan) complies with applicable federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. Kaiser Health Plan does not exclude people or treat them differently because of race, color, national origin, age, disability, or sex. We also:

- Provide no cost aids and services to people with disabilities to communicate effectively with us, such as:
  - Qualified sign language interpreters
  - Written information in other formats, such as large print, audio, and accessible electronic formats
- Provide no cost language services to people whose primary language is not English, such as:
  - Qualified interpreters
  - Information written in other languages

If you need these services, call **1-800-777-7902** (TTY: **711**)

If you believe that Kaiser Health Plan has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance by mail or phone at: Kaiser Permanente, Appeals and Correspondence Department, Attn: Kaiser Civil Rights Coordinator, 2101 East Jefferson St., Rockville, MD 20852, telephone number: 1-800-777-7902.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights electronically through the Office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>, or by mail or phone at: U.S. Department of Health and Human Services, 200 Independence Avenue SW., Room 509F, HHH Building, Washington, DC 20201, 1-800-368-1019, 1-800-537-7697 (TDD). Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.

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## HELP IN YOUR LANGUAGE

**ATTENTION:** If you speak English, language assistance services, free of charge, are available to you. Call **1-800-777-7902** (TTY: **711**).

**አማርኛ (Amharic) ማስታወሻ:** የሚናገሩት ቋንቋ አማርኛ ከሆነ የትርጉም እርዳታ ድርጅቶች፣ በነጻ ሊያገዝዎት ተዘጋጅተዋል። ወደ ሚከተለው ቁጥር ይደውሉ **1-800-777-7902** (TTY: **711**)።

**العربية (Arabic) ملحوظة:** إذا كنت تتحدث العربية، فإن خدمات المساعدة اللغوية تتوفر لك بالمجان. اتصل برقم **1-800-777-7902** (TTY: **711**).

**Bàsòò Wùdù (Bassa) Dè dɛ nià kɛ dyédé gbo:** ɔ jũ ké m̀ Bàsòò-wùdù-po-nyò jũ ní, níí, à wùdù kà kò dò po-poò b́éin m̀ gbo kpáa. Đá **1-800-777-7902** (TTY: **711**)

**বাংলা (Bengali) লক্ষ্য করুন:** যদি আপনি বাংলা, কথা বলতে পারেন, তাহলে নিঃখরচায় ভাষা সহায়তা পরিষেবা উপলব্ধ আছে। ফোন করুন **1-800-777-7902** (TTY: **711**)।

**中文 (Chinese) 注意:** 如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 **1-800-777-7902** (TTY: **711**)。

**فارسی (Farsi) توجه:** اگر به زبان فارسی گفتگو می کنید، تسهیلات زبانی بصورت رایگان برای شما فراهم می باشد. با **1-800-777-7902** (TTY: 711) تماس بگیرید.

**Français (French) ATTENTION:** Si vous parlez français, des services d'aide linguistique vous sont proposés gratuitement. Appelez le **1-800-777-7902** (TTY: 711).

**Deutsch (German) ACHTUNG:** Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: **1-800-777-7902** (TTY: 711).

**ગુજરાતી (Gujarati) સુચના:** જો તમે ગુજરાતી બોલતા હો, તો નિ:શુલ્ક ભાષા સહાય સેવાઓ તમારા માટે ઉપલબ્ધ છે. ફોન કરો **1-800-777-7902** (TTY: 711).

**Kreyòl Ayisyen (Haitian Creole) ATANSYON:** Si w pale Kreyòl Ayisyen, gen sèvis èd pou lang ki disponib gratis pou ou. Rele **1-800-777-7902** (TTY: 711).

**हिन्दी (Hindi) ध्यान दें:** यदि आप हिंदी बोलते हैं तो आपके लिए मुफ्त में भाषा सहायता सेवाएं उपलब्ध हैं। **1-800-777-7902** (TTY: 711) पर कॉल करें।

**Igbo (Igbo) NRUBAMA:** O bụrụ na i na asụ Igbo, orụ enyemakà asụsụ, n'efu, dijiri gi. Kpọọ **1-800-777-7902** (TTY: 711).

**Italiano (Italian) ATTENZIONE:** In caso la lingua parlata sia l'italiano, sono disponibili servizi di assistenza linguistica gratuiti. Chiamare il numero **1-800-777-7902** (TTY: 711).

**日本語 (Japanese) 注意事項:** 日本語を話される場合、無料の言語支援をご利用いただけます。**1-800-777-7902** (TTY: 711) まで、お電話にてご連絡ください。

**한국어 (Korean) 주의:** 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. **1-800-777-7902** (TTY: 711) 번으로 전화해 주십시오.

**Naabeehó (Navajo) Díí baa akó nínízin:** Díí saad bee yáníłti'go Diné Bizaad, saad bee áká'ánída'áwo'déé', t'áá jiik'eh, éí ná hóló, koji' hódíłnih **1-800-777-7902** (TTY: 711).

**Português (Portuguese) ATENÇÃO:** Se fala português, encontram-se disponíveis serviços linguísticos, grátis. Ligue para **1-800-777-7902** (TTY: 711).

**Русский (Russian) ВНИМАНИЕ:** если вы говорите на русском языке, то вам доступны бесплатные услуги перевода. Звоните **1-800-777-7902** (TTY: 711).

**Español (Spanish) ATENCIÓN:** si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al **1-800-777-7902** (TTY: 711).

**Tagalog (Tagalog) PAUNAWA:** Kung nagsasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong sa wika nang walang bayad. Tumawag sa **1-800-777-7902** (TTY: 711).

**ไทย (Thai) เรียน:** ถ้าวัดคุณพูดภาษาไทย คุณสามารถใช้บริการช่วยเหลือทางภาษาได้ฟรี โทร **1-800-777-7902** (TTY: 711).

**اردو (Urdu) خبردار:** اگر آپ اردو بولتے ہیں، تو آپ کو زبان کی مدد کی خدمات مفت میں دستیاب ہیں۔ کال کریں **1-800-777-7902** (TTY: 711)۔

**Tiếng Việt (Vietnamese) CHÚ Ý:** Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số **1-800-777-7902** (TTY: 711).

**Yorùbá (Yoruba) AKIYESI:** Ti o ba nso ede Yoruba ofe ni iranlowo lori ede wa fun yin o. E pe ero ibanisoro yi **1-800-777-7902** (TTY: 711).

**Kaiser Permanente**  
**Your Small Group Agreement and Evidence of Coverage**

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SAMPLE

# **Kaiser Permanente**

## **Your Small Group Agreement and Evidence of Coverage**

### **SECTION 1: Introduction to Your Kaiser Permanente Health Plan**

#### **Welcome to Kaiser Permanente**

This health benefit Plan is offered by Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc. (further referred to as “Health Plan,” “we,” “us,” “our” and “Kaiser Permanente” throughout this Evidence of Coverage (EOC). Kaiser Permanente provides you with many resources to support your health and wellbeing. This Membership Agreement and EOC is one of them. It provides you with an overview of your Health Plan, including the benefits you are entitled to, how to get care, what services are covered and what part of the costs of your care you will have to pay.

We ask that you review this Agreement in full and contact us with any questions you may have. Member Services representatives are ready and available to assist you Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

You may also visit our website, [www.kp.org](http://www.kp.org) to schedule an appointment, select a Plan Provider, choose or change your Primary Care Plan Physician, access valuable wellness tips and find answers to frequently asked questions.

Thank you for enrolling with Kaiser Permanente. We look forward to the opportunity to help you live a happier, healthier life!

#### **Our Commitment to Diversity and Nondiscrimination**

Diversity, inclusion and culturally competent medical care are defining characteristics of Kaiser Permanente. We champion the cause of inclusive care – care that is respectful of, and sensitive to the unique values, ideals and traditions of the cultures represented in our population. Our diverse workforce reflects the diversity of the people in the communities we serve.

We do not discriminate in our employment practices or the delivery of health care Services on the basis of age, race, color, national origin, religion, sex, sexual orientation, gender identity, status as a transgender individual, or physical, developmental or intellectual disability.

#### **About This Group Agreement**

Once you are enrolled under this Group Agreement, you become a Member. A Member may be a Subscriber and/or any eligible Dependents, once properly enrolled. Members are sometimes referred to by the terms “you” and “your.”

**Note:** Under no circumstances should the terms “you” or “your” be interpreted to mean anyone other than the Member, including any nonmember reading or interpreting this contract on behalf of a Member.

#### **Important Terms**

Some terms in this contract are capitalized. They have special meanings. Please see the *Important Terms You Should Know* section to familiarize yourself with these terms.

#### **Purpose of this Group Agreement and EOC**

This EOC, including the small Group Agreement and any attached applications and amendments serves three important purposes. It:

1. Constitutes the entire contract between your Group and Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc.

# **Kaiser Permanente**

## **Your Small Group Agreement and Evidence of Coverage**

2. Provides evidence of your health care coverage; and
3. Describes the Kaiser Permanente Signature<sup>SM</sup> health care coverage provided under this contract.

### **Administration of this Group Agreement and EOC**

We may adopt reasonable policies, procedures and interpretations that promote the orderly and efficient administration of this Group Agreement and EOC.

### **Group Agreement and EOC Binding on All Members**

By electing coverage or accepting benefits under this EOC, legally capable Subscribers accept this contract and all provisions contained within it on behalf of his or herself and any Dependent Members not legally permitted to accept this contract themselves.

### **Amendment of Group Agreement and EOC**

Your Group's Agreement with us may change periodically. If any changes affect this contract, we will notify you of such changes and will issue an updated EOC to you.

### **No Waiver**

Our failure to enforce any provision of this EOC will not constitute a waiver of that or any other provision, nor impair our right thereafter to require your strict performance of any provision.

### **Entire Contract**

This Group Agreement replaces any earlier Group Agreement that may have been issued by us. The term of this EOC is based on your Group's Contract Year and your effective date of coverage. Your Group's benefits administrator can confirm that this EOC is still in effect.

No agent or other person, except an officer of the Health Plan, has the authority to bind the Health Plan in any way, verbally or otherwise, by:

1. Making any promise or representation; or
2. Giving or receiving any information.

Any change to this contract may not be valid until the:

1. Approval is endorsed by an executive officer of the Health Plan; and
2. Endorsement appears on or is attached to the contract.

### **How Your Health Plan Works**

The Health Plan provides health care Services to Members through an integrated medical care system, rather than reimbursement of expenses on a fee-for-service basis. Please keep this direct service nature in mind as you read this Agreement. Our integrated medical care system is made up of various entities. The relationship between them is explained immediately below.

Under our contract with your Group, we have assumed the role of a named fiduciary, which is the party responsible for determining whether you are entitled to covered Services under this EOC and provides us with the authority to review and evaluate claims that arise under this EOC. We conduct this evaluation independently by interpreting the provisions of this EOC.

### **Relations Among Parties Affected By This Group Agreement and EOC**

Kaiser Permanente is comprised of three entities: the Health Plan, Medical Group and Plan Hospitals. Please note that:

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

1. The relationship between the Health Plan and Medical Group and between the Health Plan and Plan Hospitals are those of independent contractors;
2. Plan Providers and Plan Hospitals are not agents or employees of the Health Plan; and
3. Neither the Health Plan nor any employee of the Health Plan is an employee or agent of Plan Hospitals or Medical Group or any other Plan Provider.

Additionally:

1. Plan Physicians maintain the physician-patient relationship with Members, and are solely responsible to Members for all medical Services; and
2. Plan Hospitals maintain the Hospital-patient relationship with Members and are solely responsible to Members for all Hospital Services.

#### **Patient Information Obtained By Affected Parties**

Patient-identifying information from Member medical records, and that is received by Plan Physicians or Plan Hospitals incident to the physician-patient or Hospital-patient relationship, is kept confidential. Patient-identifying information is not disclosed without the prior consent of a Member, except for use by the Health Plan, Plan Hospitals, Medical Group or Plan Physicians in relation to:

1. Administering this Agreement;
2. Complying with government requirements; and
3. Bona fide research or education.

#### **Liability for Amounts Owed By the Health Plan**

Members are not liable for any amounts owed to the Medical Group or Plan Hospitals by the Health Plan, as stipulated by contracts between these entities.

#### **Kaiser Permanente Signature<sup>SM</sup>**

Getting the care you need is easy. Kaiser Permanente Signature<sup>SM</sup> provides you with health care Services administered by Plan Providers at our Plan Medical Centers, which are conveniently located throughout our Service Area. At our Plan Medical Centers, integrated teams of specialists, nurses and technicians work alongside your Primary Care Plan Physician to support your health and wellbeing. Pharmacy, optical, laboratory and X-ray facilities are also available at many Plan Medical Centers.

You must receive care from Plan Providers within our Service Area, except for:

1. Emergency Services, as described in ***Section 3: Benefits, Exclusions and Limitations***.
2. Urgent Care Services outside of our Service Area, as described in ***Section 3: Benefits, Exclusions and Limitations***.
3. Continuity of Care for Members, as described in ***Section 2: How to Get the Care You Need***.
4. Approved Referrals, as described under ***Getting a Referral*** in ***Section 2: How to Get the Care You Need*** provision, including referrals for Clinical Trials, as described in ***Section 3: Benefits, Exclusions and Limitations***.
5. Non-emergency surgical and Ancillary Services provided at a Plan Facility by a non-Plan Provider.

#### **Eligibility for This Plan**

##### **Eligibility of a Member**

Members may be accepted for enrollment and continuing coverage hereunder only upon meeting all of the applicable requirements below.

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1. You must work or reside inside our Service Area to be eligible for this Plan. However, the Subscriber and their Spouse's or Domestic Partner's eligible children who live outside of our Service Area may be eligible to enroll if you are required to cover them pursuant to any court order, court-approved agreement or other testamentary appointment. A Dependent who attends school outside of our Service Area and meets the eligibility requirements listed below under ***Dependents*** is also eligible for enrollment. However, the only covered Services outside of our Service Area are:
  - a. Emergency Services;
  - b. Urgent Care Services;
  - c. Services received in connection with an approved referral, unless you elect to bring the Dependent within our Service Area to receive covered Services; and
  - d. Approved Clinical Trials.
2. **Subscribers**

You are eligible to enroll if you are employed by a Small Employer and that Small Employer offers you coverage under this Health Plan as a qualified employee. At the option of the Small Employer, a qualified employee may include:

  - a. Only Full-Time Employees; or
  - b. Both Full-Time Employees and Part-Time Employees.
3. **Dependents**

If you are a Subscriber, the following persons may be eligible to enroll as your Dependents:

  - a. Your lawful Spouse or Domestic Partner;
  - b. You or your Spouse's or Domestic Partner's Dependent child who is under the limiting age 26 and who is:
    - i. A biological child, stepchild or foster child;
    - ii. A lawfully adopted child, or, from the date of placement, a child in the process of being adopted;
    - iii. A grandchild under testamentary or court-appointed guardianship of the Subscriber or the Subscriber's Spouse or Domestic Partner;
    - iv. A child for whom you or your Spouse or Domestic Partner have been granted legal custody (other than custody as a result of a guardianship); or
    - v. A child for whom you or your Spouse or Domestic Partner have the legal obligation to provide coverage pursuant to a child support order or other court order or court-approved agreement or testamentary appointment.

An unmarried child who is covered as a Dependent when they reach the limiting age of 26 may be eligible for coverage as a disabled Dependent if they meet all of the following requirements:

1. They are incapable of self-sustaining employment because of a mental or physical incapacity that occurred prior to reaching the age limit for Dependents;
2. They receive 50 percent or more of their support and maintenance from you or your Spouse or Domestic Partner; and
3. You provide us proof of their incapacity and dependency in accordance with the ***Disabled Dependent Certification*** requirements in the next provision.

# Kaiser Permanente Your Small Group Agreement and Evidence of Coverage

## Disabled Dependent Certification

An unmarried child who is covered as a Dependent when they reach the limiting age of 26 may be eligible for coverage as a disabled Dependent as further described in this section. Proof of incapacity and dependency must be provided when requested by the Health Plan as follows

1. If your Dependent is a Member and reaches the limiting age of 26, we will send you a notice of his or her membership termination due to loss of eligibility under this Plan at least ninety (90) days before the date that coverage will end. Your Dependent's membership will terminate as described in our notice unless you provide us with documentation of his or her incapacity and dependency within sixty (60) days of your Dependent reaching the limiting age. Once proof of incapacity and dependency are received, we will make a determination as to whether he or she is eligible as a disabled Dependent. If you provide proof of incapacity and dependency to us:
  - a. Prior to the termination date in the notice and we do not make an eligibility determination before the termination date, the Dependent's coverage will continue until we make a determination.
  - b. Within the sixty (60) days following the Dependent reaching the limiting age and we determine that your Dependent is eligible as a disabled Dependent, then there will be no lapse in coverage.
2. If we determine that your Dependent does not meet the eligibility requirements as a disabled Dependent, we will notify you that he or she is not eligible and advise you of the child's membership termination date.
3. Beginning two (2) years after your Dependent reaches the limiting age you are required to provide us with proof of his or her continued incapacity and dependency annually. Proof must be received within sixty (60) days of our request. Once received, we will determine whether he or she remains eligible as a disabled Dependent. We reserve the right to request proof of your Dependent's incapacity and dependency less frequently than once per year; however, proof still must be received within sixty (60) days of our request.

## Rights and Responsibilities of Members: Our Commitment to Each Other

Kaiser Permanente is committed to providing you and your family with quality health care Services. In a spirit of partnership with you, here are the rights and responsibilities we share in the delivery of your health care Services.

### Rights of Members

As a Member of Kaiser Permanente, you have the right to:

1. **Receive information that empowers you to be involved in health care decision making. This includes the right to:**
  - a. Actively participate in discussions and decisions regarding your health care options;
  - b. Receive and be helped to understand information related to the nature of your health status or condition, including all appropriate treatment and non-treatment options for your condition and the risks involved – no matter what the cost is or what your benefits are;
  - c. Receive relevant information and education that helps promote your safety in the course of treatment;
  - d. Receive information about the outcomes of health care you have received, including unanticipated outcomes. When appropriate, family members or others you have designated will receive such information;

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- e. Refuse treatment, providing you accept the responsibility and consequences of your decision;
  - f. Give someone you trust the legal authority to make decisions for you if you ever become unable to make decisions for yourself by completing and giving us an advance directive, a Durable Power of Attorney for Health Care, Living Will, or other health care treatment directive. You can rescind or modify these documents at any time;
  - g. Receive information about research projects that may affect your health care or treatment. You have the right to choose to participate in research projects; and
  - h. Receive access to your medical records and any information that pertains to you, except as prohibited by law. This includes the right to ask us to make additions or corrections to your medical record. We will review your request based on applicable federal and state law to determine if the requested additions are appropriate. If we approve your request, we will make the correction or addition to your protected health information. If we deny your request, we will tell you why and explain your right to file a written statement of disagreement. You or your authorized representative will be asked to provide written permission before a Member's records are released, unless otherwise permitted by law.
2. **Receive information about Kaiser Permanente and your Plan. This includes the right to:**
- a. Receive the information you need to choose or change your Primary Care Plan Physician, including the name, professional level and credentials of the doctors assisting or treating you;
  - b. Receive information about Kaiser Permanente, our Services, our practitioners and Providers, and the rights and responsibilities you have as a Member. You also can make recommendations regarding Kaiser Permanente's member rights and responsibility policies;
  - c. Receive information about financial arrangements with physicians that could affect the use of Services you might need;
  - d. Receive Emergency Services when you, as a prudent layperson, acting reasonably, would have believed that an Emergency Medical Condition existed, and receive information regarding cost sharing, payment obligations and balance billing protections for Emergency Services;
  - e. Receive covered urgently needed Services when traveling outside Kaiser Permanente's Service Area;
  - f. Receive information about what Services are covered and what you will have to pay and to examine an explanation of any bills for Services that are not covered; and
  - g. File a complaint, grievance or appeal about Kaiser Permanente or the care you received without fear of retribution or discrimination, expect problems to be fairly examined, and receive an acknowledgement and a resolution in a timely manner.
3. **Receive professional care and Service. This includes the right to:**
- a. See Plan Providers, get covered health care services and get your prescriptions filled within a reasonable period of time and in an efficient, prompt, caring and professional manner;
  - b. Have your medical care, medical records and protected health information (PHI) handled confidentially and in a way that respects your privacy;
  - c. Be treated with respect and dignity;
  - d. Request that a staff member be present as a chaperone during medical appointments or tests;
  - e. Receive and exercise your rights and responsibilities without any discrimination based on age, gender, sexual orientation, race, ethnicity, religion, disability, medical condition, national



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- origin, educational background, reading skills, ability to speak or read English, or economic or health status, including any intellectual or physical disability you may have;
- f. Request interpreter Services in your primary language at no charge; and
  - g. Receive health care in facilities that are environmentally safe and accessible to all.

#### **Responsibilities of Members**

As a Member of Kaiser Permanente, you are responsible to:

**1. Promote your own good health:**

- a. Be active in your health care and engage in healthy habits;
- b. Select a Primary Care Plan Physician. You may choose a doctor who practices in the specialty of Internal Medicine, Pediatrics, or Family Practice as your Primary Care Plan Physician. You may also choose a personal OB/GYN in addition to Primary Care Plan Physician;
- c. To the best of your ability, give accurate and complete information about your health history and health condition to your doctor or other health care professionals treating you;
- d. Work with us to help you understand your health problems and develop mutually agreed upon treatment goals;
- e. Talk with your doctor or health care professional if you have questions or do not understand or agree with any aspect of your medical treatment;
- f. Do your best to improve your health by following the treatment plan and instructions your Primary Care Plan Physician or health care professional recommends;
- g. Schedule the health care appointments your Primary Care Plan Physician or health care professional recommends;
- h. Keep scheduled appointments or cancel appointments with as much notice as possible; and
- i. Inform us if you no longer live within the Plan Service Area.

**2. Know and understand your Plan and benefits:**

- a. Read about your health care benefits in this contract and become familiar with them. Call us when you have questions or concerns;
- b. Pay your Plan Premium, and bring payment with you when your Visit requires a Copayment, Coinsurance or Deductible;
- c. Let us know if you have any questions, concerns, problems or suggestions;
- d. Inform us if you have any other health insurance or prescription drug coverage; and
- e. Inform any network or nonparticipating provider from whom you receive care that you are enrolled in our Plan.

**3. Promote respect and safety for others:**

- a. Extend the same courtesy and respect to others that you expect when seeking health care Services; and
- b. Assure a safe environment for other members, staff and physicians by not threatening or harming others.

#### **Health Savings Account-Qualified Plans**

The health care coverage described in this Agreement has been designed to be a High Deductible Health Plan qualified for use with a Health Savings Account. A Health Savings Account is a tax-exempt account established under Section 223(d) of the Internal Revenue Code for the exclusive purpose of paying current

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### **Your Small Group Agreement and Evidence of Coverage**

and future Qualified Medical Expenses. Contributions to such an account are tax deductible, but in order to qualify for and make contributions to a Health Savings Account, you must be enrolled in a qualified High Deductible Health Plan.

A qualified High Deductible Health Plan provides health care coverage that includes an:

1. Individual Deductible of \$1,500.00 or greater and a family Deductible of \$3,000.00 or greater; and
2. Individual Out-of-Pocket Maximum of no more than \$7,500.00 and a family Out-of-Pocket Maximum of no more than \$15,000.00 in the current Contract Year.

In a qualified High Deductible Health Plan, all Deductible, Copayment and Coinsurance amounts must be counted toward the Out-of-Pocket Maximum. Review the Cost Sharing information contained within this contract to see whether or not this Plan meets the High Deductible Health Plan requirements described in this paragraph. A Plan is a qualified High Deductible Health Plan only if it meets those requirements. Enrollment in a qualified High Deductible Health Plan is only one of the eligibility requirements for establishing and contributing to a Health Savings Account. Other requirements include the following prohibitions: The Member must not be:

1. Covered by another health plan (for example, through your Spouse's or Domestic Partner's employer) that is not also an HSA-qualified plan, with certain exceptions;
2. Enrolled in Medicare; and/or
3. Able to be claimed as a Dependent on another person's tax return.

Please note that the tax references contained in this Agreement relate to federal income tax only. The tax treatment of Health Savings Account contributions and distributions under a state's income tax laws may differ from the federal tax treatment. Kaiser Permanente does not provide tax advice. Contact your financial or tax advisor for more information about your eligibility for a Health Savings Account or to obtain tax advice.

### **Payment of Premium**

The SHOP Exchange will collect Premium from the Small Employer and make payments to the Health Plan. Members are entitled to health care coverage only for the period for which we have received the appropriate Premium through the SHOP Exchange. You are responsible to pay any required contribution to the Premium, as determined and required by your Group. Your Group will tell you the amount you owe and how you will pay it to your Group. For example: A payroll deduction. If your Group fails to pay us the appropriate Premium for your Family Unit after a grace period of thirty-one (31) days, we will terminate the memberships of everyone in your Family Unit.

### **Payment of Copayments, Coinsurance and Deductibles**

In addition to your monthly Premium payment, you may also be required to pay a Cost Share when you receive certain covered Services. A Cost Share may consist of a Copayment, Coinsurance, Deductible or a combination of these. Copayments are due at the time you receive a Service. You will be billed for any Deductible and/or Coinsurance you owe.

There are limits to the total amount of Copayments, Coinsurance and Deductibles you have to pay during the Contract Year. This limit is known as the Out-of-Pocket Maximum.

Any Copayment, Coinsurance or Deductible you may be required to pay, along with the Out-of-Pocket Maximum, will be listed in the *Summary of Cost Shares*, which is attached to this EOC.

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The Health Plan will keep accurate records of each Member's Cost Sharing and will notify the Member in writing within thirty (30) days of when he or she has reached the Out-of-Pocket Maximum. Once you have paid the Out-of-Pocket Maximum for Services received within the Contract Year, no additional Copayments, Coinsurance or Deductibles will be charged by the Health Plan for the remainder of the Contract Year. We will promptly refund a Member's Copayment, Coinsurance or Deductible if it was charged after the Out-of-Pocket Maximum was reached.

#### **Open Enrollment**

By submitting a Health Plan-approved enrollment application to your Group during the open enrollment period, you may enroll:

1. Yourself, as a new Subscriber, along with any of your eligible Dependents; or
2. Eligible Dependents, if you are already an existing Subscriber.

#### **Enrollment Period and Effective Date of Coverage**

When the Health Plan provides its annual open enrollment period, it will begin at least thirty (30) days prior to the 1<sup>st</sup> day of the Contract Year. The open enrollment period will extend for a minimum of thirty (30) days. During the annual open enrollment period an eligible employee may enroll or discontinue enrollment in this health benefit plan; or change their enrollment from this health benefit plan to a different health benefit plan offered by the Small Employer.

Your Group will let you know when the open enrollment period begins and ends. Your membership will be effective at 12 a.m. Eastern Time (the time at the location of the administrative office of carrier at 2101 East Jefferson Street, Rockville, Maryland 20852) on the 1<sup>st</sup> day of the Contract Year.

#### **New Employees and Their Dependents**

Employees who become eligible outside of the annual open enrollment period may enroll themselves and any eligible Dependents within thirty (30) days from the date that the employee first becomes eligible.

The Group shall notify you and any enrolled Dependents of your effective date of membership if that date is different than the effective date of the Group Agreement specified on the *Face Sheet*, or if it is different than the dates specified under *Special Enrollment Due to New Dependents*, below.

You can only enroll during the annual open enrollment described above, unless one of the following is true. You:

1. Become eligible for a special enrollment period, as described in this section; or
2. Did not enroll in any coverage through your Group when you were first eligible and your Group does not give us a written statement that verifies you signed a document that explained restrictions about enrolling at a later time. The effective date of an enrollment resulting from this provision is no later than the 1<sup>st</sup> day of the month following the date your Group receives a Health Plan-approved enrollment or change of enrollment application from the Subscriber.

#### **Special Enrollment Due to New Dependents**

If you are covered as an existing Subscriber, you may add eligible Dependents by submitting a Health Plan-approved enrollment application to your Group within thirty-one (31) days from the date that your Dependent becomes newly eligible. You may be required to pay additional Premium.

If you are otherwise eligible as a Subscriber, but you are not enrolled for coverage at the time you gain a newly-eligible Dependent, you may enroll:

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1. Yourself by submitting a Health Plan-approved enrollment application to your Group within thirty-one (31) days after a Dependent becomes newly-eligible; or
2. Both yourself and any or all eligible Dependents by submitting a Health Plan-approved enrollment application to your Group within thirty-one (31) days from the date that your Dependent becomes newly-eligible.

If you are not enrolled as a Subscriber at the time we receive a court order to add a newly-eligible Dependent child, we will enroll you and the child pursuant to the requirements and timeframes established by the Virginia Code. (Refer to the *Special Enrollment for Child Due to Order* provision below). The Spouse or Domestic Partner of an eligible Subscriber may enroll:

1. At the birth or adoption of a child;
2. Upon court order to add a child; or
3. Upon placement of a foster child, provided the Spouse or Domestic Partner is otherwise eligible for coverage.

#### **Effective Date of Coverage**

The membership effective date for a Subscriber or a Spouse or Domestic Partner, who enrolls at the time a Dependent becomes newly-eligible, will be the date the Dependent's coverage would become effective, as described below, regardless of whether or not the new Dependent is enrolled.

The membership effective date for adding a new Dependent will be:

1. For a new Spouse or Domestic Partner and any children who become eligible through a marriage, the Group shall notify you of the effective date of membership. It shall be no later than the 1<sup>st</sup> day of the 1<sup>st</sup> month following the date your Group receives the enrollment application.
2. For newborn children, the moment of birth.
3. For newly-adopted children and children newly placed for adoption, it will be the "date of adoption." The "date of adoption" means the earlier of:
  - a. A judicial decree of adoption; or
  - b. The assumption of custody, pending the prospective adoptive parent's adoption of a prospective adoptive child.
4. For a newly-eligible grandchild, the date the child becomes a Dependent of the covered employee as the result of guardianship granted by court or testamentary appointment.
5. For children who are newly-eligible for coverage as the result of a child support order or other court or administrative order received by you or your Spouse or Domestic Partner, the date of the court or administrative order.
6. For other children who are newly-eligible for coverage as the result of guardianship granted by court or testamentary appointment, the date of court or testamentary appointment.
7. For a newly-eligible foster child, the date of placement in foster care.

Coverage is automatic for thirty-one (31) days for a:

1. Newborn or newly-adopted child;
2. Grandchild; or
3. Minor for whom guardianship is newly granted by court or testamentary appointment, as described under items #2 through #6, above.

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If no additional Premium is required, coverage will continue beyond the thirty-one (31)-day period. If additional Premium is required to provide coverage, the additional Premium is due within thirty-one (31) days. If the Health Plan does not receive the additional Premium within thirty-one (31) days, coverage will terminate on the 32<sup>nd</sup> day.

#### **Special Enrollment Due to a Triggering Event**

The Health Plan will provide a special enrollment period of thirty (30) days from the date an individual experiences a triggering event. During the special enrollment period, the individual may enroll in this Health Plan or change from one health plan offered by the Small Employer to another health plan offered by the Small Employer through the SHOP Exchange.

A “triggering event” occurs when:

1. A qualified employee or Dependent:
  - a. Loses Minimum Essential Coverage. The date of the loss of coverage is the last day the qualified employee or dependent would have coverage under his or her previous plan or coverage; or
  - b. Loses pregnancy-related coverage described under section 1902(a)(10)(A)(i)(IV) and (a)(10)(A)(ii)(IX) of the Social Security Act (42 U.S.C. 1396a(a)(10)(A)(i)(IV), (a)(10)(A)(ii)(IX)). The date of the loss of coverage is the last day the qualified employee or dependent would have pregnancy-related coverage;
  - c. Loses medically needy coverage as described under section 1902(a)(10)(C) of the Social Security Act only once per calendar year. The date of the loss of coverage is the last day the qualified employee or dependent would have medically needy coverage;
  - d. Enrolled in a non-calendar year health plan reaches the end of their coverage in 2018. Loss of coverage described above in items a through c does not include voluntary termination of coverage, failure to pay premium in a timely manner, including COBRA premium prior to expiration of COBRA coverage; or loss due to rescission of coverage authorized under 45 C.F.R. §147.128.
2. A qualified employee’s or dependent’s enrollment or non-enrollment in a Qualified Health Plan is, as evaluated and determined by the Exchange:
  - a. Unintentional, inadvertent or erroneous; and
  - b. The result of the error, misrepresentation, misconduct or inaction of an officer, employee or agent of the Exchange or the United States Department of Health and Human Services, its instrumentalities or a non-Exchange entity providing enrollment assistance or conducting enrollment activities.

**Note:** In such cases, the Exchange may take such action as may be necessary to correct or eliminate the effects of such error, misrepresentation or inaction;
3. A qualified employee or a dependent who is enrolled in a Qualified Health Plan in the Exchange adequately demonstrates to the SHOP Exchange that the Qualified Health Plan in which the qualified employee or a dependent is enrolled substantially violated a material provision of the Qualified Health Plan’s contract in relation to the qualified employee or a dependent;
4. An eligible employee or dependent gains access to new Qualified Health Plans as a result of a permanent move, provided the eligible employee or dependent had minimum essential coverage for one or more days during the 60 days preceding the move. The prior coverage requirement is

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waived if the employee or dependent can demonstrate that they lived in a foreign country or in a United States territory for one or more days during the 60 days preceding the move;

5. An eligible employee or dependent demonstrates to the SHOP Exchange, in accordance with guidelines issued by the U.S. Department of Health and Human Services, that the qualified employee or dependent meets other exceptional circumstances as the SHOP Exchange may provide.
6. A qualified employee or dependent:
  - c. Loses eligibility for coverage under a Medicaid plan under Title XIX of the Social Security Act or a State Child Health Plan under Title XXI of the Social Security Act; or
  - d. Becomes eligible for assistance, with respect to coverage under the SHOP Exchange, under a Medicaid Plan or State Child Health Plan, including any waiver or demonstration project conducted under or in relation to a Medicaid plan or a State Child Health Plan.
7. A qualified employee or dependent who is an Indian, as defined in §4 of the federal Indian Health Care Improvement Act, may enroll in a Qualified Health Plan; or change from one Qualified Health Plan in the Exchange to another Qualified Health Plan in the Exchange one (1) time per month. An individual who is or becomes a dependent of an Indian and is enrolled or is enrolling in a plan on the same application as the Indian, may change plans one time per month at the same time as the Indian.
8. At the option of the SHOP Exchange, a Subscriber or Dependent loses a Dependent or is no longer considered a Dependent through divorce or legal separation or the termination of a Domestic Partnership.
9. At the option of the SHOP Exchange, a Subscriber or Dependent dies.
10. An eligible employee is a victim of domestic abuse or spousal abandonment, including a dependent within a household, is enrolled in minimum essential coverage and seeks to enroll in coverage separate from the perpetrator of the abuse or abandonment; or is a dependent of a victim of domestic abuse or spousal abandonment, on the same application as the victim, and seeks to enroll in coverage at the same time as the victim.
11. An eligible employee or dependent applies for coverage on the Individual Exchange during the annual open enrollment period or due to a qualifying event, is assessed by the Exchange as potentially eligible for Medicaid or the Children's Health Insurance Program (CHIP), and is determined ineligible for Medicaid or CHIP by the State Medicaid or CHIP agency either after open enrollment has ended or more than 60 days after the qualifying event OR applies for coverage at the State Medicaid or CHIP agency during the annual open enrollment period, and is determined ineligible for Medicaid or CHIP after open enrollment has ended.
12. An eligible employee, or his or her dependent, adequately demonstrates to the Exchange that a material error related to plan benefits, service area, or premium influenced the eligible employee's decision to purchase a QHP through the Exchange.

A qualified employee or a dependent who meets the requirements for a triggering event under #6, above shall have sixty (60) days from the triggering event to select a Qualified Health Plan through the Shop Exchange.

#### **Effective Date of Coverage Due to a Triggering Event**

If a qualified employee or dependent enrolls as the result of a triggering event, the effective date of coverage

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shall be:

1. In the case of loss of minimum essential coverage, loss of pregnancy related coverage, loss of medically needy coverage, loss of non-calendar year health plan, gaining access to new plans due to permanent move the effective date is based on date of plan selection if:
  - a. Plan selection is made on or before the day of the loss of coverage, new coverage becomes effective the 1<sup>st</sup> of the month following the loss of coverage; or
  - b. Plan selection occurs after the date of loss of coverage, new coverage becomes effective the 1<sup>st</sup> day of the following month when selection is made between the 1<sup>st</sup> and 15<sup>th</sup> day of any month; and the 1<sup>st</sup> day of the 2<sup>nd</sup> following month when a selection is made between the 16<sup>th</sup> and last day of any month.
2. In the case of a triggering event under items 2, 3, or 5, 11 or 12, the SHOP Exchange must ensure that coverage is effective on an appropriate date based on the circumstances of the special enrollment period. For non-Exchange plans, the 1st day of the following month when a selection is made between the 1st and 15th day of any month; and the 1st day of the 2nd following month, when a selection is made between the 16th and the last day of any month.
3. In the case of the triggering event under item 7, the 1st day of the month following the enrollment or change.
4. In the case of the triggering event under item 9, the 1<sup>st</sup> day of the month following the plan selection or the SHOP Exchange may permit the Subscriber or Dependent to elect a coverage effective date in accordance with the effective dates described in item 5 below.

For all other triggering events, coverage will be effective the 1<sup>st</sup> day of the following month when a selection is received by the SHOP Exchange between the 1st and the 15th day of any month; and the 1<sup>st</sup> day of the 2<sup>nd</sup> following month when a selection is received by the SHOP Exchange between the 16th and the last day of any month.

### **Length of Special Enrollment Periods**

Based on the type of triggering event experienced by you or your Dependent (which are described above in ***Special Enrollment Periods Due to a Triggering Event***), your special enrollment period will last sixty (60) days from the date of the triggering event, except when:

1. You or your Dependent loses Minimum Essential Coverage, pregnancy-related or medically needy coverage, or if coverage under any non-calendar year group health plan or individual health insurance is ending;
2. You or your Dependent loses coverage in an employer-sponsored plan; or
3. You or your Dependent gains access to a new Qualified Health Plan as a result of a permanent move.

If any of the aforementioned events immediately above occurs, you have sixty (60) days prior to and sixty (60) days following the triggering event to enroll.

If the Exchange determines that you are eligible for a special enrollment period based on the triggering events described in paragraphs #1, #3 or #5 under the Exchange-only Member enrollment section in ***Special Enrollment Periods Due to Triggering Events***, your special enrollment period will last for a specified time that may be less, but not greater than sixty (60) days. The length of the special enrollment period will be determined by the Exchange.

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### **Effective Date for Special Enrollment Periods**

If an individual enrolls as the result of a triggering event, the effective date of coverage shall be:

1. In the case of marriage or loss of Minimum Essential Coverage, the 1st day of the following month;
2. In the case of birth, adoption, placement for adoption or placement in foster care, the date of birth, adoption, placement for adoption or placement in foster care. The “date of adoption” means the earlier of:
  - a. A judicial decree of adoption; or
  - b. The assumption of custody, pending adoption of a prospective adoptive child by a prospective adoptive Parent.
3. In the case of a newly-eligible grandchild in court-ordered custody, the date the grandchild is placed in the custody of the Subscriber or the Subscriber’s Spouse or Domestic Partner.
4. In the case of a child who is newly-eligible as the result of a child support order or other court or administrative order received by the Subscriber or the Subscriber’s Spouse or Domestic Partner, the date of the court or administrative order.
5. In the case of a child who is newly-eligible as the result of a testamentary or court-appointed Guardianship, received by the Subscriber or the Subscriber’s Spouse or Domestic Partner, the date of the court or testamentary appointment.
6. In the case of an individual eligible for special enrollment when:
  - a. Enrollment or non-enrollment was unintentional, inadvertent or erroneous; and the result of an error by the Exchange, HHS or a non-Exchange entity; or
  - b. The Qualified Health Plan substantially violated a material provision of its Contract with the individual, the effective date is the first day of the following month when the application or change form is received by the Health Plan between the 1st and the 15th day of any month; and first day of the second following month when a selection is received by the Health Plan between the 16th and the last day of any month.
7. In the case of death, the first day of the following month following plan selection or, if permitted by the Health Plan.
8. For all other triggering events, the first day of the following month when the application or change form is received by the Health Plan between the 1<sup>st</sup> and the 15<sup>th</sup> day of any month; and first day of the second following month when a selection is received by the Health Plan between the 16<sup>th</sup> and the last day of any month.

### **Special Enrollment Due to Reemployment After Military Service**

If you terminated your health care coverage because you were called to active duty military service, you may be able to be reenrolled in your Group's health benefit plan, if required by state or federal law. Please ask your Group for more information.

### **Notice of Your Effective Date of Coverage**

The Health Plan will notify you and any enrolled Dependents of your effective date of coverage under this Plan based on the rules described above.

### **Genetic Testing**

We will not use, require or request a genetic test, the results of a genetic test, genetic information or genetic Services for the purpose of rejecting, limiting, canceling or refusing to renew a health insurance policy or



## **Kaiser Permanente Your Small Group Agreement and Evidence of Coverage**

contract. Additionally, genetic information or the request for such information will not be used to increase the rates or affect the terms or conditions of, or otherwise affect the coverage of a Member.

We will not release identifiable genetic information or the results of a genetic test without prior written authorization from the Member from whom the test results or genetic information was obtained to:

1. Any person who is not an employee of the Health Plan; or
2. A Plan Provider who is active in the Member's health care.

As used in this provision, genetic information shall include genetic information of:

1. A fetus carried by a Member or family member of a Member who is pregnant; and
2. An embryo legally held by a Member or family member of a Member utilizing an assisted reproductive technology.

SAMPLE

# Kaiser Permanente

## Your Small Group Agreement and Evidence of Coverage

### **SECTION 2: How to Get the Care You Need**

Please read the following information so that you will know from whom and what group of providers you may obtain health care.

When you join the Health Plan, you are selecting our medical care system to provide your medical care. You must receive your care from Plan Providers within our Service Area, except for:

1. Emergency Services, as described in *Section 3: Benefits, Exclusions and Limitations*.
2. Urgent Care Services outside of our Service Area, as described in *Section 3: Benefits, Exclusions and Limitations*.
3. Continuity of Care for Members, as described in this section.
4. Approved Referrals, as described under *Getting a Referral* in this section, including referrals for Clinical Trials as described in *Section 3: Benefits, Exclusions and Limitations*.
5. Covered Services received in other Kaiser Permanente regions and Group Health Cooperative service areas; and
6. Non-emergency surgical and Ancillary Services provided at a Plan Facility by a non-Plan Provider.

### **Making and Cancelling Appointments and Who to Contact**

At Kaiser Permanente, we are available to assist you in getting the care you need. Should you experience a medical condition or require assistance from us, please contact the appropriate number below.

#### **Medical Emergencies**

- Call 911, where available, if you think you have a medical emergency.

#### **Medical Advice**

- Call us at 1-800-677-1112 if you are unsure of your condition and require immediate medical advice. You should also call this number in the event that you have an emergency hospital admission. We require notice within forty-eight (48) hours, or as soon as reasonably possible thereafter, of any emergency hospital admission.

#### **Making or Canceling Appointments**

To make or cancel an appointment, please visit us online at [www.kp.org](http://www.kp.org).

You may also make or cancel an appointment by phone. To do so, please have your Kaiser Permanente identification card with you and contact us at 1-800-777-7904 or 711 (TTY). We are available to assist you 24/7.

If your Primary Care Plan Physician is not located at one of our Plan Medical Centers, you may need to contact his/her office directly for assistance making or canceling an appointment. The telephone number for their office is located on your Kaiser Permanente identification card.

#### **Choosing or Changing Your Primary Care Plan Physician**

We recommend that you choose a Primary Care Plan Physician if you have not done so already. For more information, see *Choosing Your Primary Care Plan Physician* in this section.

You may choose or change your Primary Care Plan Physician at any time, for any reason, by visiting [www.kp.org/doctor](http://www.kp.org/doctor). On the website, you can browse all doctor's profiles and select a doctor who matches your needs.

## **Kaiser Permanente Your Small Group Agreement and Evidence of Coverage**

You may also choose or change your Primary Care Plan Physician by phone by contacting Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

### **Customer Service:**

We want you to be satisfied with your health care. Member Services representatives are available to assist you with questions about your Plan Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

Member Services representatives are also available at most of our Plan Medical Centers. You may also ask your Primary Care Plan Physician or other health care professionals about problems you may have.

### **Advance Directives to Direct Your Care While Incapacitated**

Advance directives are legal forms that help you control the kind of health care you will receive if you become very ill or unconscious. We ask that you please consider the benefits of completing a:

1. Durable Power of Attorney for Health Care, which lets you name someone to make health care decisions for you when you cannot speak for yourself. It also lets you write down your views on life support and other treatments; and
2. Living Will and the Natural Death Act Declaration to Physicians, which lets you write down your wishes about receiving life support and other treatment.

For additional information about advance directives, including how to obtain forms and instructions, visit us online at [www.kp.org](http://www.kp.org) or contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

### **Receiving Health Care Services**

To receive the Services covered under this Agreement, you must be a current Health Plan Member for whom Premium has been paid. Anyone who is not a Member will be billed for any Services we provide at Allowable Charges and claims for Emergency or Urgent Care Services from non-Plan Providers will be denied.

As a current Member under this Plan, we agree to arrange health care Services in accordance with the terms, conditions, limitations and exclusions of this Agreement. You may receive these Services and other benefits specified in this Agreement when provided, prescribed or directed by Plan Providers within our Service Area.

You have your choice of Plan Physicians and Facilities within our Service Area. Covered Services are available only from the Medical Group, Plan Facilities and in-Plan Skilled Nursing Facilities. Neither the Health Plan, Medical Group nor any Plan Physicians have any liability or obligation extending from any Service or benefit sought or received by a Member from any non-Plan:

1. Doctor;
2. Hospital;
3. Skilled Nursing Facility;
4. Person;
5. Institution; or
6. Organization, except when you:
  - a. Have a pre-authorized referral for the Services; or

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

- b. Are covered under the *Emergency Services* or *Urgent Care Services* provisions in *Section 3: Benefits, Exclusions and Limitations*.

Emergency and Urgent Care Services, in addition to Services associated with pre-authorized referrals are the only Services a Member may seek outside of the Service Area. Non-emergency surgical and Ancillary Services provided at a Plan Facility are the only Services a Member may receive by a non-Plan Provider.

### **Your Kaiser Permanente Identification Card**

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#### **Digital Kaiser Permanente Identification Card**

Managing your health care is convenient with the Kaiser Permanente mobile app. The app gives you access to your digital Kaiser Permanente identification card, which allows you to check in for appointments, pick up prescriptions and provide your membership information, all from your smartphone. To access your digital Kaiser Permanente identification card:

1. Log into the Kaiser Permanente mobile app; and
2. Select “Member ID Card” from the menu options.

**Note:** Verify that the Kaiser Permanente mobile app is available on your smartphone and create your login before arriving at your appointment. Additionally, the availability of the digital Kaiser Permanente identification card is limited to certain types of Plans and does not replace the physical card. Each Member will also receive a physical Kaiser Permanente identification card.

#### **Using Your Kaiser Permanente Identification Card**

Your Kaiser Permanente identification card is for identification purposes only. It contains your name, medical record number and our contact information. When you Visit a Plan Facility, please have both your Kaiser Permanente identification card and a valid photo ID with you. You will be asked to show both of them when checking in.

Your medical record number is used to identify your medical records and membership information. You should always have the same medical record number.

If you need to replace your Kaiser Permanente identification card, or if we ever issue you more than one (1) medical record number, please let us know by contacting Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

**Note:** Allowing another person to use your ID card will result in forfeiture of your Kaiser Permanente identification card and may result in termination of your membership.

### **Choosing Your Primary Care Plan Physician**

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We highly encourage you to choose a Primary Care Plan Physician when you enroll. He or she will play an important role in coordinating your health care Services, including Hospital stays and referrals to specialists. Additionally, your Primary Care Plan Physician and Plan Providers will work as a team, along with you, to ensure continuity of care and medically appropriate courses of treatment.

Each Member in your family should select a Primary Care Plan Physician. If you do not select a Primary Care Plan Physician upon enrollment, we will assign you one near your home. You may select or change your Primary Care Plan Physician at any time by visiting us online at [www.kp.org](http://www.kp.org) or contacting Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

Primary Care Plan Physicians are located within our Plan Medical Centers.

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### **Your Small Group Agreement and Evidence of Coverage**

Our Provider Directory is available online at [www.kp.org](http://www.kp.org) and updated twice each month. A listing of all Primary Care Plan Physicians is also provided to you on an annual basis.

You may select a Primary Care Plan Physician, who is available to accept new Members, from the following areas: Internal medicine, family practice and pediatrics. Within pediatrics, you may select an allopathic or osteopathic pediatrician as the Primary Care Plan Physician for your child. In addition to selecting a Primary Care Plan Physician, Members may choose a Plan Physician who practices in the specialty of obstetrics or gynecology (OB/GYN) as their personal OB/GYN.

#### **Getting a Referral**

Our Plan Providers offer primary medical, pediatric and obstetrics/gynecology (OB/GYN) care as well as specialty care in areas such as general surgery, orthopedic surgery, dermatology and other medical specialties. If your Primary Care Plan Physician decides that you require covered Services from a Specialist, you will be referred (as further described in this EOC) to a Plan Provider in your Signature<sup>SM</sup> provider network who is a Specialist that can provide the care you need. All referrals will be subject to review and approval (authorization) in accordance with the terms of this EOC. We will notify you when our review is complete.

All referrals will be subject to review and approval, which is known as authorization, in accordance with the terms of this Agreement. When Prior Authorization is the responsibility of an in-network provider, any reduction or denial of benefits will not affect the enrollee. When prior authorization is the responsibility of an in-network provider, any reduction or denial of benefits will not affect the enrollee. We will notify you when our review is complete.

#### **Receiving an Authorized Specialist or Hospital Referral**

If your Primary Care Plan Physician decides that you require covered Services from a Specialist, you will receive an authorized referral to a Plan Provider who specializes in the type of care you need.

In the event that the covered Services you need are not available from a Plan Provider, we may refer you to another provider. For more information, see *Referrals to Non-Plan Specialists and Non-Physician Specialists* below.

When you need authorized covered Services at a Plan Hospital, you will be referred to a Plan Hospital. We may direct that you receive the Hospital Services at a particular Plan Hospital so that we may better coordinate your care using Medical Group Plan Physicians and our electronic medical record system.

#### **Post-Referral Services Not Covered**

Any additional Services not specifically listed, and/or that are provided by a professional not named in the referral, are not authorized and will not be reimbursed.

If a non-Plan Provider for whom you have received an authorized referral recommends additional Services that are not indicated in that approved referral, advise your Plan Provider. He or she will work with you to determine whether those Services can be provided by a Plan Provider. Additional Services not specifically listed in the referral are not authorized and will not be reimbursed unless you have received a preauthorization for those Services.

#### **Standing Referrals to Specialists**

If you suffer from a life-threatening, degenerative, chronic or disabling disease or condition that requires Specialty Services, your Primary Care Plan Physician may determine, in consultation with you and a

## **Kaiser Permanente Your Small Group Agreement and Evidence of Coverage**

Specialist, that you need continuing care from that Specialist. In such instances, your Primary Care Plan Physician will issue a standing referral to the Specialist.

A standing referral should be developed by the specialist, your Primary Care Plan Physician and you, and made in accordance with a written treatment plan consisting of covered Services. The treatment plan may limit the authorized number of Specialist Visits and/or the period of time in which those Specialist Visits are authorized. It may also require that the Specialist communicate regularly with your Primary Care Plan Physician regarding your treatment and health status.

If you have been diagnosed with cancer, Health Plan will allow your primary care Plan Physician to issue a standing referral to any Health Plan authorized oncologist or board certified physician in pain management, as you choose.

### **Referrals to Non-Plan Specialists and Non-Physician Specialists**

A Member may request a referral to a non-Plan Specialist or a non-physician Specialist if:

1. The Member has been diagnosed with a condition or disease that requires specialized health care Services or medical care; and
  - a. The Health Plan does not have a Plan Specialist or non-physicians Specialist with the professional training and expertise to treat or provide health care Services for the condition or disease; or
  - b. The Health Plan cannot provide reasonable access to a Specialist or non-physician Specialist with the professional training and expertise to treat or provide health care Services for the condition or disease without unreasonable delay or travel.

You must have an approved written referral to the non-Plan Specialist or Non-Physician Specialist in order for the Health Plan to cover the Services. The Cost Share amounts for approved referral Services are the same as those required for Services provided by a Plan Provider.

Under Virginia law a non-Plan Provider shall not balance bill for:

1. Emergency services provided by a non-Plan Provider; or
2. Non-emergency Services provided at a Plan Facility or a non-Plan Facility if the non-emergency Services involve surgical or Ancillary Services provided by a non-Plan Provider.

**Note:** Surgical or Ancillary Services are professional Services including surgery, anesthesiology, pathology, radiology, or hospitalist Services and laboratory Services.

If you are balance billed by a non-Plan physician or other non-Plan provider for authorized services that were provided to you, simply mail a copy of the bill to us with your medical record number written on it. Your medical record number can be found on the front of your Kaiser Permanente identification card. Please mail your proof to us within one (1) year at the following address:

Kaiser Permanente National Claims Administration - Mid-Atlantic States  
PO Box 371860  
Denver, CO 80237-9998

For more information on the payment or reimbursement of covered Services and how to file a claim, see ***Section 5: Filing Claims, Appeals and Grievances.***

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## **Your Small Group Agreement and Evidence of Coverage**

### **Services that Do Not Require a Referral**

There are specific Services that do not require a referral from your Primary Care Plan Physician. However, you must obtain the care from a Plan Provider. These Services include:

1. An initial consultation for treatment of mental illness, emotional disorders and drug or alcohol abuse, when provided by a Plan Provider. For continued treatment, you or your Plan Provider must contact the Behavioral Health Access Unit for assistance to arrange and schedule these covered Services. The Behavioral Access Unit can be reached at 1-866-530-8778;
2. OB/GYN Services provided by an OB/GYN, or other Plan Provider authorized to provide OB/GYN Services, including the ordering of related, covered OB/GYN Services;
3. A female Dependent age thirteen (13) years or older can receive direct access to Services from a participating OB/GYN that is authorized to provide Services under this Agreement and is selected by the Dependent; and
4. Optometry Services.

For the most up-to-date list of Plan Medical Centers and Plan Providers, visit us online at [www.kp.org](http://www.kp.org). To request a Provider Directory, please contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

### **Prior Authorization for Prescription Drugs**

Requests for covered outpatient prescription drugs may be subject to certain utilization management protocols, such as Prior Authorization or step therapy.

If we deny a Service or prescription drug because Prior Authorization was not obtained, or if a step-therapy exception request is denied, you may submit an appeal. For information on how to submit an appeal, see ***Section 5: Filing Claims, Appeals and Grievances***.

To find out if a prescription drug is subject to Prior Authorization or step-therapy requirements, please see ***Drugs, Supplies and Supplements*** in ***Section 3 – Benefits, Exclusions and Limitations*** or the ***Benefits*** section of the ***Outpatient Prescription Drug Benefit***.

### **Continuity of Care for Members**

You may request to continue receiving health care Services for a period of at least ninety (90) days from the date of notification the Plan Provider's termination from the Health Plan's provider panel, except when terminated for cause. The terminated provider will be reimbursed in accordance with our agreement with the provider existing immediately before the provider's termination of participation.

In addition, under the following special situations, Health Plan will continue to provide benefits for Plan Provider's care beyond the aforementioned period of ninety (90) days when you:

1. Have entered at least the 2<sup>nd</sup> trimester of pregnancy at the time of the provider's termination, except when terminated for cause. Such treatment may continue, at your option, through the provision of postpartum care; or
2. Are determined to be terminally ill at the time of the Plan Provider's termination, except when terminated for cause. Such treatment may continue, at your option, for the remainder of your life.

# **Kaiser Permanente**

## **Your Small Group Agreement and Evidence of Coverage**

### **Getting Emergency and Urgent Care Services**

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#### **Emergency Services**

Emergency Services are covered twenty-four (24) hours per day, seven (7) days per week, no matter when or where in the world they occur without Prior Authorization and without regard to whether the health care provider furnishing the services is a Plan Provider.

If you have an Emergency Medical Condition, call 911 (where available) or go to the nearest hospital emergency department or Independent Freestanding Emergency Department. You do not need Prior Authorization for Emergency Services. When you have an Emergency Medical Condition, we cover Emergency Services that you receive from Plan Providers or non-Plan Providers anywhere in the world, as long as the Services would be covered under ***Emergency Services in Section 3: Benefits, Exclusions and Limitations*** if you had received them from Plan Providers. Emergency Services are available from Plan Hospital emergency departments twenty-four (24) hours per day, seven (7) days per week.

You will incur the same Cost Sharing (Deductible, Coinsurance and/or Copayment, as applicable) for Emergency Services furnished by non-Plan Providers as Plan Providers and such Cost Sharing will be calculated based on the Allowable Charge in accordance with applicable law if you Cost Sharing is not a fixed amount.

If Emergency Services are provided by a Non-Plan Provider, Health Plan will make payment for the covered Emergency Services directly to the Non-Plan Provider. The payment amount will be equal to the amount by which the Allowable Charge exceeds your Cost-Sharing amount for the Services. You will not be liable for an amount that exceeds the recognized amount as further described in this Agreement:

#### **Bills for Emergency Services**

You should not receive a bill for Emergency Services directly from a Plan Provider or non-Plan Provider when the federal No Surprises Act applies. When you do receive a bill from a hospital, physician or ancillary provider for Emergency Services that were provided to you, you should either:

1. Contact the hospital, physician or other provider to inform them that the bill should be sent to us at the address listed below; or
2. Simply mail the bill to us with your medical record number written on it. Your medical record number can be found on the front of your Kaiser Permanente identification card. You do not have to pay the bill until we determine what amount you owe, if any, for the Emergency Services. A bill from either the provider or you can be mailed to us at:

Kaiser Permanente National Claims Administration - Mid-Atlantic States  
PO Box 371860  
Denver, CO 80237-9998  
FAX: 1-866-568-4184

If you have already paid the bill, then please send proof of payment and a copy of the bill to the address listed above. Please remember to include your medical record number on your proof. For more information on the payment or reimbursement of covered services and how to file a claim, see ***Filing for Payment or Reimbursement of a Covered Service or Post-Service Claim in Section 5: Filing Claims, Appeals and Grievances.***



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## **Your Small Group Agreement and Evidence of Coverage**

### **Urgent Care Services**

All Primary Care Plan Physicians are on-call 24/7. When a situation is not an emergency but requires prompt attention for symptoms such as a sudden rash, high fever, severe vomiting, ear infection or sprain, please call your Primary Care Plan Physician as instructed under *Making and Cancelling Appointments and Who to Contact* at the beginning of this section.

### **Hospital Admissions**

If you are admitted to a non-Plan Hospital, you, your Parent/Guardian, Financially Responsible Person or someone else must notify us within the later of forty-eight (48) hours of a Member's hospital admission or on the first working day following the admission unless it was not reasonably possible to notify us within that time.

### **Getting Assistance from Our Advice Nurses**

Our advice nurses are registered nurses (RNs) specially trained to help assess clinical problems and provide clinical advice. They can help solve a problem over the phone and instruct you on self-care at home, when appropriate. If the problem is more severe and you need an appointment, they will help you get one.

If you are not sure you are experiencing a medical emergency, or for Urgent Care Services for symptoms such as a sudden rash, high fever, severe vomiting, ear infection or sprain, you may call our advice nurses at 1-800-777-7904 or 711 (TTY). You may also call 1-800-677-1112 from anywhere in the United States, Canada, Puerto Rico or the Virgin Islands.

### **Getting a Second Opinion**

You are welcome to receive a second medical opinion from a Plan Physician. We will assist you to arrange an appointment for a second opinion upon request.

### **Receiving Care in Another Kaiser Foundation Health Plan Service Area**

You may receive covered Services from another Kaiser Foundation Health Plan, if the Services are provided, prescribed, or directed by that other plan, and if the Services would have been covered under this EOC. Covered Services are subject to the terms and conditions of this EOC, including Prior Authorization requirements, the applicable Copayments, Coinsurance and/or Deductibles shown in the "*Summary of Cost Shares*," and the exclusions, limitations and reductions described in this EOC.

For more information about receiving care in other Kaiser Foundation Health Plan service areas, including availability of Services, and provider and Facility locations, please call our Away from Home Travel Line at 951-268-3900. Information is also available online at [kp.org/travel](http://kp.org/travel).

### **Payment Toward Your Cost Share and When You May Be Billed**

In most cases, you will be asked to make a payment toward your Cost Share at the time you receive Services. If you receive more than one type of Services, such as Primary Care treatment and laboratory tests, you may be required to pay separate Cost Shares for each of those Services. In some cases, your provider may not ask you to make a payment at the time you receive Services, and you may be billed for your Cost Share.

Keep in mind payments made by you, or on your behalf, toward your Cost Share may cover only a portion of your total Cost Share for the Services you receive, and you will be billed for any additional amounts that are due. The following are examples of when you may be asked to pay Cost Share amounts in addition to the amount you pay at check-in:

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

1. **You receive non-preventive Services during a preventive Visit.** For example, you go in for a routine physical exam, and at check-in you pay your Cost Share for the preventive exam (your Cost Share may be "no charge"). However, during your preventive exam your provider finds a problem with your health and orders non-preventive Services to diagnose your problem, such as laboratory tests. You may be asked to pay your Cost Share for these additional non-preventive diagnostic Services.
2. **You receive diagnostic Services during a treatment Visit.** For example, you go in for treatment of an existing health condition, and at check-in you pay your Cost Share for a treatment visit. However, during the visit your provider finds a new problem with your health and performs or orders diagnostic Services, such as laboratory tests. You may be asked to pay your Cost Share for these additional diagnostic Services.
3. **You receive treatment Services during a diagnostic Visit.** For example, you go in for a diagnostic exam, and at check-in you pay your Cost Share for a diagnostic exam. However, during the diagnostic exam your provider confirms a problem with your health and performs treatment Services, such as an outpatient procedure. You may be asked to pay your Cost Share for these additional treatment Services.
4. **You receive non-preventive Services during a no-charge courtesy Visit.** For example, you go in for a blood pressure check or meet and greet visit and the provider finds a problem with your health and performs diagnostic or treatment Services. You may be asked to pay your Cost Share for these additional diagnostic or treatment Services.
5. **You receive Services from a second provider during your Visit.** For example, you go in for a diagnostic exam, and at check-in you pay your Cost Share for a diagnostic exam. However, during the diagnostic exam your provider requests a consultation with a specialist. You may be asked to pay your Cost Share for the consultation with the specialist.

**Note:** If your plan is subject to a Deductible, any required Deductible amount must be met by the Member prior to our payment of non-preventive or diagnostic Services.

# Kaiser Permanente

## Your Small Group Agreement and Evidence of Coverage

### **SECTION 3: Benefits, Exclusions and Limitations**

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#### **Your Benefits**

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The benefits described in this section are covered only when:

1. A Plan Physician determines that the Services are Medically Necessary;
2. The Services are provided, prescribed, authorized or directed by a Plan Physician; and
  - a. You receive the Services at a Plan Facility, Plan Provider or contracted Skilled Nursing Facility inside our Service Area (except when specifically noted otherwise within this Agreement); or
  - b. You agree to have Services delivered through a patient centered medical homes program for individuals with chronic conditions, serious illnesses or complex health care needs. This includes associated costs for coordination of care, such as:
    - i. Liaison services between the individual and the Health Care Provider, nurse coordinator and the care coordination team;
    - ii. Creation and supervision of a care plan;
    - iii. Education of the Member and their family regarding the Member's disease, treatment compliance and self-care techniques; and
    - iv. Assistance with coordination of care, including arranging consultations with specialists and obtaining Medically Necessary supplies and services, including community resources.

You must receive all covered Services from Plan Providers inside our Service Area except for:

1. Emergency Services, as described in this section.
2. Urgent Care Services outside of our Service Area, as described in this section.
3. Continuity of Care for Members, as described in **Section 2: How to Get the Care You Need**.
4. Approved referrals, as described under **Getting a Referral in Section 2: How to Get the Care You Need** provision, including referrals for Clinical Trials as described in this section.
5. Non-emergency surgical and Ancillary Services provided at a Plan Facility by a non-Plan Provider.

**Note:** Some benefits may require payment of a Copayment, Coinsurance or Deductible. Refer to the **Appendix Summary of Cost Shares** for the Cost Sharing requirements that apply to the covered Services contained within the **List of Benefits** in this section.

For authorized Services provided within our Service Area by a Plan Provider or a non-Plan Provider, you will not incur any additional cost sharing beyond that which is indicated in your **Summary of Cost Shares**.

If you are balance billed by a hospital, urgent care center, physician or ancillary provider for covered Services that were provided to you, simply mail a copy of the bill to us with your medical record number written on it. Your medical record number can be found on the front of your Kaiser Permanente identification card. Please mail your proof to us within one (1) year at the following address:

Kaiser Permanente National Claims Administration - Mid-Atlantic States  
PO Box 371860  
Denver, CO 80237-9998

For more information on the payment or reimbursement of covered Services and how to file a claim, see **Section 5: Filing Claims, Appeals and Grievances**.

## Kaiser Permanente Your Small Group Agreement and Evidence of Coverage

This Agreement does not require us to pay for all health care services, even if they are Medically Necessary. Your right to covered Services is limited to those that are described in this contract in accordance with the terms and conditions set forth herein. To view your benefits, see the *List of Benefits* in this section.

### List of Benefits

The following benefits are covered by the Health Plan. Benefits are listed alphabetically for your convenience. Some benefits are subject to benefit-specific limitations and/or exclusions, which are listed, when applicable, directly below each benefit. A broader list of exclusions that apply to all benefits, regardless of whether they are Medically Necessary, is provided under *Exclusions* in this section.

<b>Accidental Dental Injury Services</b>
Medically Necessary dental Services to treat injuries to the jaw, sound natural teeth, mouth, or face as a result of an accident. Dental appliances required to diagnose or treat an accidental injury to the teeth and the repair of dental appliances damaged as a result of accidental injury to the jaw, mouth, or face, are also covered.
<b>Benefit-Specific Exclusion(s):</b> An injury that results from chewing or biting is not considered an Accidental Injury under this Plan.
<b>Allergy Services</b>
We cover the following allergy Services: <ol style="list-style-type: none"> <li>1. Evaluations and treatment</li> <li>2. Allergy testing</li> <li>3. Injections and serum</li> </ol>
<b>Ambulance Services</b>
<p>We cover licensed ambulance Services only if your medical condition requires either:</p> <ol style="list-style-type: none"> <li>1. The basic life support, advanced life support, or critical care life support capabilities of an ambulance for inter-facility or home transfer; or</li> <li>2. The ambulance transportation has been ordered by a Plan Provider.</li> </ol> <p>A licensed ambulance is a state licensed vehicle that is designed, equipped, and used only to transport the sick and injured and staffed by Emergency Medical Technicians (EMT), paramedics, or other certified medical professionals. This includes ground, water, fixed wing, and rotary wing air transportation. Coverage is also provided for Medically Necessary transportation or Services including Medically Necessary air ambulance transport to the nearest hospital able to provide needed Services, provided during an encounter with an ambulance Service, as a result of a 911 call or when ground or water transportation is not appropriate. Coverage is included when you are taken from the home, the scene of an accident or medical emergency to a Hospital. Coverage is also included for Medically Necessary treatment of a sickness or injury by medical professionals from an ambulance service, even if you are not taken to a Facility.</p> <p>We cover medically appropriate non-emergent transportation Services when ordered by a Plan Provider.</p> <p>We cover ambulance and medically appropriate non-emergent transportation Services only inside our Service Area, except as related to out of area Services covered under the “Emergency Services” provision in this section of the EOC. Your cost share will apply to each encounter whether or not transport was required.</p>

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### **Bills for Emergency Air Ambulance Services**

You will incur no additional cost sharing than what is set forth in your *Summary of Cost Shares* for emergency Air Ambulance Services, and you do not have to pay any amount billed in excess of what we pay. If you are billed for emergency Air Ambulance Services, simply mail a copy of the bill to us with your medical record number written on it. Your medical record number can be found on the front of your Kaiser Permanente identification card. Please mail your bill to us at the following address:

Kaiser Permanente National Claims Administration - Mid-Atlantic States  
P.O. Box 371860  
Denver, CO 80237-9998

For more information on the payment or reimbursement of covered Services and how to file a claim, see *Section 5: Filing Claims, Appeals and Grievances*.

See the benefit-specific exclusion(s) immediately below for additional information.

### **Benefit-Specific Exclusion(s):**

1. Transportation by car, taxi, bus, minivan, and any other type of transportation, even if it is the only way to travel to a Plan Provider.
2. Non-emergent transportation Services that are not medically appropriate and that have not been ordered by a Plan Provider.

### **Anesthesia for Dental Services**

We cover general anesthesia and hospitalization Services for:

1. Members who are children under the age of 5;
2. Members who are severely disabled; and
3. Members who have a medical condition that requires admission to a hospital or outpatient surgery Facility.

These services are only provided when it is determined by a licensed dentist, in consultation with the Member's treating physician, that such Services are required to effectively and safely provide dental care.

See the benefit-specific exclusion(s) immediately below for additional information.

### **Benefit-Specific Exclusion(s):**

The dentist's or specialist's professional Services.

### **Autism Spectrum Disorder (ASD)**

We cover Services for the diagnosis and treatment of Autism Spectrum Disorder (ASD) for Members of any age. Autism Spectrum Disorder (ASD) means any pervasive developmental disorder or autism spectrum disorder as defined in the most recent edition, or the most recent edition at the time of diagnosis, of the Diagnostic and Statistical Manual of Mental Disorders of the American Psychiatric Association.

For the purposes of this benefit, diagnosis of ASD means Medically Necessary assessments, evaluations, or tests to diagnose whether an individual has ASD. The diagnosis of ASD shall be made by a Plan Provider or a licensed psychologist who determines the care, including behavioral health treatments and therapeutic care, to be Medically Necessary.

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Medically Necessary defined in this section means in accordance with the generally accepted standards of mental disorder or condition care and clinically appropriate in terms of type, frequency, site, and duration, based upon evidence and reasonably expected to do any of the following:

- (i) prevent the onset of an illness, condition, injury, or disability;
- (ii) reduce or ameliorate the physical, mental, or developmental effects of an illness, condition, injury, or disability; or
- (iii) assist to achieve or maintain maximum functional capacity in performing daily activities, taking into account both the functional capacity of the individual and the functional capacities that are appropriate for individuals of the same age.

Treatment for ASD shall be identified in a treatment plan and include the following care prescribed or ordered for an individual diagnosed with ASD by a Plan Provider who determines the care to be Medically Necessary:

1. Behavioral health treatment;
2. Pharmacy care;
3. Psychiatric care;
4. Psychological care;
5. Therapeutic care; and
6. Applied Behavior Analysis (ABA), when provided or supervised by a board-certified behavior analyst licensed by the Virginia Board of Medicine.

Applied Behavior Analysis (ABA) is the design, implementation, and evaluation of environmental modifications, using behavioral stimuli and consequences, to produce socially significant improvement in human behavior; including the use of direct observation, measurement, and functional analysis of the relationship between environment and behavior. The prescribing practitioner shall be independent of the provider of applied behavior analysis.

A treatment plan means a plan for the treatment of ASD developed by a Plan Provider pursuant to a comprehensive evaluation or re-evaluation performed in a manner consistent with the most recent clinical report or recommendation of the American Academy of Pediatrics or the American Academy of Child and Adolescent Psychiatry.

**Note:** Physical, Occupational, and Speech Therapy for the treatment of autism is not subject to any Visit limits.

### **Blood, Blood Products and Their Administration**

We cover blood, blood products, both derivatives and components, including the collection and storage of autologous blood, as well as cord blood procurement and storage for approved Medically Necessary care, when authorized by a Plan Provider. The administration of prescribed whole blood and blood products are also covered.

In addition, we cover the purchase of blood products and blood infusion equipment, and the administration of the blood products and Services required for home treatment of routine bleeding episodes associated with hemophilia and other congenital bleeding disorders when the home treatment program is under the supervision of the state-approved hemophilia treatment center. We cover surgical dressings and splints for treatment of blood disorders.

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### Cleft Lip, Cleft Palate or Ectodermal Dysplasia

We cover inpatient and outpatient Services when required to treat medically diagnosed cleft lip, cleft palate, or ectodermal dysplasia. Coverage includes orthodontics, oral surgery, otologic, audiological and speech/language treatment, and dental services and dental appliances furnished to a newborn child.

### Clinical Trials

We cover the patient costs you incur for clinical trials provided on an inpatient and an outpatient basis. "Patient costs" mean the cost of a Medically Necessary Service that is incurred as a result of the treatment being provided to the member for purposes of the clinical trial. "Patient costs" do not include:

1. The cost of an investigational drug or device, except as provided below for off-label use of an FDA-approved drug or device;
2. The cost of non-health care Services that may be required as a result of treatment in the clinical trial; or
3. Costs associated with managing the research for the clinical trial.

We cover Services received in connection with a clinical trial if all of the following conditions are met:

1. The Services would be covered if they were not related to a clinical trial.
2. The Member is eligible to participate in the clinical trial according to the trial protocol with respect to treatment of cancer or other life-threatening condition or disease (a condition or disease from which the likelihood of death is probable unless the course of the condition or disease is interrupted), as determined in one of the following ways:
  - a. A Plan Provider makes this determination.
  - b. The Subscriber or Member provides us with medical and scientific information establishing this determination.
3. If any Plan Providers participate in the clinical trial and will accept the Member as a participant in the clinical trial, the Member must participate in the clinical trial through a Plan Provider unless the clinical trial is outside the state where the Member lives.
4. The clinical trial is a phase I, phase II, phase III, or phase IV clinical trial related to the prevention, detection, or treatment of cancer or other life-threatening condition or disease and it meets one of the following requirements:
  - a. The study or investigation is conducted under an investigational new drug application reviewed by the United States Food & Drug Administration (FDA).
  - b. The study or investigation is a drug trial that is exempt from having an investigational new drug application.
  - c. The study or investigation is approved or funded by at least one (1) of the following:
    - i. The National Institutes of Health.
    - ii. The Centers for Disease Control and Prevention.
    - iii. The Agency for Health Care Research and Quality.
    - iv. The Centers for Medicare & Medicaid Services.
    - v. A cooperative group or center of any of the above entities or of the Department of Defense or the Department of Veterans Affairs.
    - vi. A qualified non-governmental research entity identified in the guidelines issued by the National Institutes of Health for center support grants.

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- vii. The Department of Veterans Affairs or the Department of Defense or the Department of Energy, but only if the study or investigation has been reviewed and approved through a system of peer review that the U.S. Secretary of Health and Human Services determines meets all of the following requirements:
- a) It is comparable to the National Institutes of Health system of peer review of studies and investigations.
  - b) It assures unbiased review of the highest scientific standards by qualified people who have no interest in the outcome of the review.

For covered Services related to a clinical trial, the same Cost Sharing applies that would apply if the Services were not related to a clinical trial.

See the benefit-specific exclusion(s) immediately below for additional information.

### **Benefit-Specific Exclusion(s):**

1. The investigational Service.
2. Services provided solely for data collection and analysis and that are not used in your direct clinical management.

### **Dental Services**

Coverage is provided for dental services to prepare the mouth for medical services and treatments such as radiation therapy to treat cancer and prepare for transplants. Covered Services include:

1. Evaluation.
2. Dental x-rays.
3. Extractions, including surgical extractions.
4. Anesthesia.

### **Diabetic Services**

We cover diabetes equipment, diabetes supplies, and in-person diabetes outpatient self-management training and educational Services, including medical nutrition therapy, and Medically Necessary routine foot care, including treatment of corns, calluses, and care of toenails, when purchased from a Plan Provider, for the treatment of:

1. Insulin-using diabetes;
2. Insulin-dependent diabetes;
3. Non-insulin using diabetes; or
4. Elevated blood glucose levels induced by pregnancy, including gestational diabetes.

Covered medical supplies and equipment include the following:

1. Insulin pumps;
2. Supplies needed for the treatment of corns, calluses, and care of toenails;
3. Home blood glucose monitors, lancets, blood glucose test strips, and hypodermic needles and syringes when purchased from a Plan Pharmacy or Plan Provider

Pursuant to IRS Notice 2019-45, coverage for glucose monitoring equipment is not subject to the Deductible. Refer to the *Appendix Summary of Cost Shares* for Cost Sharing requirements.

**Note:** Insulin pumps are not covered under this benefit. Refer to the Durable Medical Equipment benefit under the *Appendix Summary of Cost Shares*.



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See the benefit-specific limitation(s) immediately below for additional information.

### **Benefit-Specific Limitation(s):**

Diabetic equipment and supplies are limited to Health Plan preferred equipment and supplies unless the equipment or supply was prescribed by a Plan Provider and there is no equivalent preferred equipment or supply available, or an equivalent preferred equipment or supply has been ineffective in treating the disease or condition of the Member or has caused or is likely to cause an adverse reaction or other harm to the Member. “Health Plan preferred equipment and supplies” are those purchased from a preferred vendor.

### **Dialysis Services**

If the following criteria are met, we cover dialysis Services related to acute renal failure and chronic (end-stage) renal disease:

1. You satisfy all medical criteria developed by Medical Group and by the Facility providing the dialysis;
2. The Facility (when not provided in the home) is certified by Medicare; and
3. A Plan Physician provides a written referral for care at the Facility.

We cover the following renal dialysis Services:

1. Outpatient maintenance dialysis treatments in a Plan dialysis Facility or doctor’s office. Coverage includes the cost of laboratory tests, equipment, supplies and other Services associated with your treatment.
2. Inpatient maintenance dialysis if you are admitted to a Plan Hospital because your medical condition requires specialized hospital Services on an inpatient basis.
3. Plan Provider Services related to inpatient and outpatient dialysis.

We cover the following self-dialysis Services:

1. Training for self-dialysis including the instructions for a person who will assist you with self-dialysis.
2. Services of the Plan Provider who is conducting your self-dialysis training.
3. Retraining for use of new equipment for self-dialysis.

We cover home dialysis, which includes:

1. Equipment and supplies;
2. Hemodialysis;
3. Home intermittent peritoneal dialysis (IPD);
4. Home continuous cycling peritoneal dialysis (CCPD); and
5. Home continuous ambulatory peritoneal dialysis (CAPD).

### **Drugs, Supplies and Supplements**

We cover the following during a covered stay in a Plan Hospital, outpatient Facility, or Skilled Nursing Facility, or if they require administration or observation by medical personnel and are administered to you in a Plan Medical Center as part of a doctor’s Visit, or during home health care visits:

1. Oral, infused or injected drugs, and radioactive materials used for therapeutic purposes, including chemotherapy. This includes off-label use of a drug when the drug is recognized in Standard Reference Compendia or certain medical literature as appropriate in the treatment of the diagnosed condition;
2. Injectable devices;

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3. The equipment and supplies associated with the administration of infused or injected drugs, devices or radioactive materials;
4. Medical and surgical supplies that serve only a medical purpose, are used once and are purchased (not rented). Covered supplies including dressings, casts, hypodermic needles, splints and syringes, or any other Medically Necessary supplies provided at the time of treatment; and
5. Vaccines and immunizations approved for use by the United States Food & Drug Administration (FDA) that are not considered part of routine preventive care

**Note:** Additional Services that require administration or observation by medical personnel are covered. Refer to the **Outpatient Prescription Drug Benefit** section for coverage of self-administered outpatient prescription drugs, **Preventive Health Services** for coverage of vaccines and immunizations that are part of routine preventive care; **Allergy Services** for coverage of allergy test and treatment materials; and **Family Planning Services** for the insertion and removal of contraceptive drugs and devices, if applicable.

Coverage will not be denied:

1. For any drug approved by the United States Food & Drug Administration (FDA) for treatment of cancer because the drug has not been approved by FDA for treatment of the specific type of cancer for which it has been prescribed, provided the drug has been recognized as safe and effective for treatment of that specific type of cancer in any of the Standard Reference Compendia.
2. For any drug prescribed to treat a covered indication if the drug has been approved by the FDA for at least one indication and the drug is recognized for treatment of the covered indication in one of the Standard Reference Compendia or in substantially accepted Peer-Reviewed Medical Literature.
3. For any drug approved by FDA for treatment of cancer pain because the dosage is in excess of the recommended dosage of the pain-relieving agent, if the prescription in excess of the recommended dosage has been prescribed in compliance with §§ 54.1-2971.01, 54.1-3303 and 54.1-3408.1 for a patient with intractable cancer pain.

**Note:** Certain drugs may require Prior Authorization or step-therapy. For more information, see **Getting a Referral in Section 2: How to Get the Care You Need**.

See the benefit-specific exclusion(s) immediately below for additional information.

### **Benefit-Specific Exclusion(s):**

1. Drugs for which a prescription is not required by law.
2. Drugs, supplies, and supplements that can be self-administered or do not require administration or observation by medical personnel.
3. Drugs for the treatment of sexual dysfunction disorders.

### **Durable Medical Equipment**

Durable Medical Equipment is defined as equipment that:

1. Is intended for repeated use;
2. Is primarily and customarily used to serve a medical purpose;
3. Is generally not useful to a person in the absence of illness or injury; and
4. Meets Health Plan criteria for Medical Necessity.

Refer to “Prosthetic Devices” for coverage of internal and external prosthetic and orthotic devices.

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### **Basic Durable Medical Equipment**

We cover Durable Medical Equipment as prescribed by a Plan Provider for use in your home (or an institution used as your home). We cover maintenance needed for use of the equipment. We also cover Durable Medical Equipment used during a covered stay in a Plan Hospital or Skilled Nursing Facility, but only if the Skilled Nursing Facility ordinarily furnishes Durable Medical Equipment.

We cover the following types of equipment:

1. Hospital type beds;
2. Wheelchairs;
3. Traction equipment;
4. International Normalized Ratio (INR) home testing machines;
5. Walkers; and
6. Crutches.

Coverage is limited to the standard item of equipment that adequately meets your medical needs. We decide whether to rent or purchase the equipment, and we select the vendor. We will repair or replace the equipment, unless the repair or replacement is due to loss or misuse. We will also provide the supplies and equipment needed for use of the equipment or device, such as a battery for a powered wheelchair. You must return the equipment to us or pay us the fair market price of the equipment when we are no longer covering it.

**Note:** Diabetes equipment and supplies are not covered under this section (refer to “Diabetes Equipment, Supplies and Self-Management”).

### **Supplemental Durable Medical Equipment**

We cover the following Durable Medical Equipment for home use as separate benefits, and as indicated below.

***Oxygen and Equipment.*** We cover oxygen and equipment when prescribed by a Plan Provider and your medical condition meets Health Plan’s criteria for medical necessity. A Plan Provider must certify the continued medical need for oxygen and equipment. Benefits include purchase-only equipment and devices and purchase or rent-to-purchase equipment and devices such as continuous rental equipment and devices (e.g., oxygen concentrator, ventilator, and negative pressure wound therapy devices). Continuous rental equipment must be approved by us. We may limit the amount of coverage for ongoing rental of equipment. We may not cover more in rental costs than the cost of simply purchasing the equipment.

***Positive Airway Pressure Equipment.*** We cover continuous automatically-adjusting positive airway pressure (APAP), positive airway pressure (CPAP), automatic positive airway pressure (APAP) and bi-level positive airway pressure (BIPAP) equipment when prescribed by a Plan Provider and your medical condition meets Health Plan’s criteria for medical necessity. Health Plan covers devices and supplies for sleep treatment, such as APAP, CPAP, BPAP and oral devices for sleep treatment. These Services are subject to medical necessity reviews by us. A Plan Provider must certify the continued medical for positive airway pressure equipment.

***Apnea Monitors.*** We cover apnea monitors for infants who are under age 3, for a period not to exceed six (6) months.

***Asthma Equipment.*** We cover the following asthma equipment for pediatric and adult asthmatics when purchased through a Plan Provider:

1. Spacers
2. Peak-flow meters

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### 3. Nebulizers

**Bilirubin Lights.** We cover bilirubin lights for infants, who are under age 3, for a period not to exceed six (6) months.

Pursuant to IRS Notice 2019-45, coverage for peak flow meters is not subject to the Deductible. Refer to the *Appendix, Summary of Cost Shares* for Cost Sharing requirements.

See the benefit-specific exclusion(s) immediately below for additional information.

#### **Benefit-Specific Exclusion(s):**

1. Comfort, convenience, or luxury equipment or features
2. Exercise or hygiene equipment.
3. Non-medical items such as sauna baths or elevators.
4. Modifications to your home or car.
5. Electronic monitors of the heart or lungs, except infant apnea monitors and oximetry monitors for patients on home ventilation.
6. Services not preauthorized by Health Plan.

### **Early Intervention Services**

We cover early intervention services for dependents from birth to age three who are certified by the Department of Behavioral Health and Developmental Services (“the Department”) as eligible for services under Part C of the Individuals with Disabilities Education Act. These services consist of:

1. Speech and language therapy;
2. Occupational therapy;
3. Physical therapy; and
4. Assistive technology services and devices.

Early intervention services for the population certified by the Department are those services listed above which are determined to be medically necessary by the Department and designed to help an individual attain or retain the capability to function age-appropriately within his environment. This shall include services which enhance functional ability without effecting a cure. Benefits for services listed shall not be limited by the exclusion of services that are not Medically Necessary. The benefit maximums for physical, occupational, and speech therapy will not apply if you get that care as part of the Early Intervention.

### **Emergency Services**

As described below you are covered for Emergency Services if you experience an Emergency Medical Condition anywhere in the world.

If you think you are experiencing an Emergency Medical Condition as defined in the section *Important Terms You Should Know*, you should call 911 immediately. If you are not sure whether you are experiencing an Emergency Medical Condition, please contact us at the number listed on the reverse side of your ID card for immediate medical advice. You or your representative must notify the Health Plan as soon as possible, not to exceed forty-eight (48) hours or the next business day, whichever is later, if you receive care at a hospital emergency room (ER) to ensure coverage. If you are incapacitated and unable to notify us within forty-eight (48) hours, you or your representative must notify us as soon as reasonably possible.

If an emergency room Visit is made for a condition that is not a true emergency, then assessment and

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stabilization are covered.

We cover Emergency Services as follows:

### **Inside our Service Area**

We cover emergency room surgical or Ancillary Services, including diagnostic x-ray, laboratory Services, medical supplies, and advanced diagnostic imaging such as magnetic resonance imaging (MRI) and computed tomography (CT) scans, for Emergency Services provided within our Service Area by a Plan Provider or a non-Plan Provider. You will not incur any additional cost sharing for Emergency Services beyond that which is indicated in your *Summary of Cost Shares*. Coverage provided by a non-Plan Provider is limited to Emergency Services required before you can, without medically harmful consequences, be transported to a Plan Hospital or your primary care Plan Physician's office. Coverage for Emergency Services will be provided without need for prior authorization and regardless of the final diagnosis rendered to the Member.

### **Outside our Service Area**

If you are injured or become ill while temporarily outside the Service Area, but within the United States, we will cover charges for Emergency Services as defined in this section. We cover emergency room surgical or ancillary Services, including diagnostic x-ray, laboratory Services, medical supplies, and advanced diagnostic imaging such as magnetic resonance imaging (MRI) and computed tomography (CT) scans, when received from a Plan Provider or a non-Plan Provider at a Plan Facility or a non-Plan Facility. You will incur no additional cost sharing for Emergency Services beyond that which is indicated in your *Summary of Cost Shares* for in-network Services. We will cover Services received outside of the Service Area until you can, without medically harmful consequences, be transported to a Plan Hospital or primary care Plan Physician's office. Coverage for Emergency Services will be provided without need for prior authorization and regardless of the final diagnosis rendered to the Member.

**Note:** Surgical or Ancillary Services are professional Services including surgery, anesthesiology, pathology, radiology, or hospitalist Services and laboratory Services.

### **Outside the United States**

If you are injured or become ill while temporarily outside the United States, we will cover charges for Emergency Services as defined in this section; subject to the same Cost Shares that would apply if the Service was provided inside our Service Area. You will not incur any additional cost sharing for Emergency Services beyond that which is indicated in your *Summary of Cost Shares*.

### **Continuing Treatment Following Emergency Services**

#### **Inside our Service Area**

After Emergency Services have been received inside the Service Area, all continuing or follow-up treatment must be provided or coordinated by your primary care Plan Physician.

#### **Inside another Kaiser Permanente Region**

If you have received Emergency Services while you are temporarily in another Kaiser Permanente Region, continuing or follow-up treatment is available from physicians contracting with that Kaiser Permanente Plan.

#### **Outside our Service Area**

All other continuing or follow-up care for Emergency Services received outside our Service Area must be authorized by us, until you can safely return to the Service Area.

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#### **Transport to a Service Area**

If you obtain prior approval from us, or from the nearest Kaiser Foundation Health Plan Region, we will cover necessary ambulance Services or other special transportation arrangements medically required to transport you to a Plan Hospital or Medical Office in our Service Area, or in the nearest Kaiser Foundation Health Plan Region, for continuing or follow-up treatment. **Note:** All ambulance transportation is covered under the *Ambulatory Services* benefit in this section.

#### **Post-Stabilization Care**

Post-Stabilization Care is Medically Necessary Services related to your Emergency Medical Condition that you receive in a hospital, including the Emergency Department, after your treating physician determines that your Emergency Medical Condition is Stabilized. Post-Stabilization Care also includes durable medical equipment covered under this EOC, if it is Medically Necessary after your discharge from a hospital and related to the same Emergency Medical Condition. For more information about durable medical equipment covered under this EOC, see the Durable Medical Equipment provision of this Benefits, Exclusions and Limitations section and the Summary of Cost Shares appendix.

When you receive Emergency Services in Virginia, and federal law does not require that we consider the Post-Stabilization Care as Emergency Services, we cover Post-Stabilization Care only if we provide Prior Authorization for the Post-Stabilization Care. Therefore, it is very important that you, your provider, including your non-Plan Provider, or someone else acting on your behalf, call us to notify us that you need Post-Stabilization Care and to get Prior Authorization from us before you receive the Post-Stabilization Care.

To request Prior Authorization, you, your provider, including your non-Plan Provider, or someone else acting on your behalf, must call 1-800-225-8883 or the notification telephone number on the reverse side of your ID card before you receive the care. We will discuss your condition with the non-Plan Provider. If we determine that you require Post-Stabilization Care, we will authorize your care from the non-Plan Provider or arrange to have a Plan Provider, or other designated provider, provide the care. If we decide to have a Plan Hospital, Plan Skilled Nursing Facility, or designated non-Plan Provider provide your care, we may authorize special transportation Services that are non-Plan Providers. If you receive care from a non-Plan Provider that we have not authorized, you may have to pay the full cost of that care.

When you receive Emergency Services from non-Plan Providers, Post-Stabilization Care may qualify as Emergency Services pursuant to federal law. We will not require Prior Authorization for such Post-Stabilization Care at a non-Plan Hospital when your attending non-Plan Provider determines that, after you receive Emergency Services (screening and Stabilization), you are not able to travel using non-medical transportation or non-emergency medical transportation to an available Plan Provider located within a reasonable travel distance taking into account your medical condition.

Non-Plan Providers may provide notice and seek your consent to provide Post-Stabilization Care Services or other covered Services. Such Services will not be covered when you do not obtain Prior Authorization as described herein. If you, or your Authorized Representative, consent to the furnishing of Services by non-Plan Providers, then you will be responsible for paying for such Services in the absence of any Prior Authorization. The cost of such Services will not accumulate to your Deductible, if any, or your Out-of-Pocket Maximum costs.

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### **Filing Claims for Non-Plan Emergency Services**

Keep all your receipts for Emergency Services provided by non-Plan Providers and verify that the non-Plan Provider has submitted the claims. All claims must be filed with us within six months of the date of the Service, or as soon as reasonably possible in order to assure payment.

### **Bills for Emergency Services**

If you are balance billed by a hospital, physician or ancillary provider for Emergency Services that were provided to you, simply mail a copy of the bill to us with your medical record number written on it. Your medical record number can be found on the front of your Kaiser Permanente identification card. Please mail your proof to us within one (1) year at the following address:

Kaiser Permanente National Claims Administration - Mid-Atlantic States  
PO Box 371860  
Denver, CO 80237-9998

For more information on the payment or reimbursement of covered Services and how to file a claim, see Post-Service Claims in *Section 5: Filing Claims, Appeals and Grievances*.

See the benefit-specific limitation(s) immediately below for additional information.

### **Benefit-Specific Limitation(s):**

1. **Notification:** If you receive care at a hospital emergency room or are admitted to a non-Plan hospital, you, or someone on your behalf, must notify us as soon as possible, but not later than forty-eight (48) hours after the emergency room Visit or hospital admission, or the next business day, whichever is later, unless it was not reasonably possible to notify us. If you are admitted to a hospital, we will decide whether to make arrangements for necessary continued care where you are, or to transfer you to a Facility we designate. Once your emergency condition has been Stabilized, all continuing and follow-up treatment must be authorized by us. If you do not notify us and obtain authorization for a continued hospital stay once your condition has Stabilized, we will not cover the inpatient hospital charges you incur after transfer would have been possible.
2. **Continuing or Follow-Up Treatment:** Except as provided for under “Continuing Treatment Following Emergency Surgery,” we do not cover continuing or follow-up treatment after Emergency Services unless authorized by Health Plan. We cover only the out-of-Plan emergency Services that are required before you could, without medically harmful results, have been moved to a Facility we designate either inside or outside our Service Area or in another Kaiser Foundation Health Plan or allied plan service area.
3. **Hospital Observation:** Transfer to an observation bed or observation status does not qualify as an admission to a hospital. Your emergency room Visit Copayment, if applicable, will not be waived.

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### Family Planning Services

Coverage is provided for family planning Services, including:

1. Women's Preventive Services (WPS), including:
  - a. Patient education and contraceptive method counseling for all women of reproductive capacity;
  - b. Coverage for FDA-approved contraceptive devices, hormonal contraceptive methods, and the insertion or removal of contraceptive devices, including any Medically Necessary examination associated with the use of contraceptive drugs and devices; and
  - c. Female sterilization.

**Note:** WPS are preventive care and are covered at no charge;

2. Family planning counseling, including pre-abortion and post-abortion counseling;  
**Note:** Counseling does not include instruction for fertility awareness based methods;
3. Male sterilization;
4. Elective and therapeutic termination of pregnancy, as permitted under state law.

**Note:** Family planning Services that are defined as preventive care under the Affordable Care Act are covered at no charge.

**Note:** We cover therapeutic termination of pregnancy as permitted under state law:

1. If the fetus is believed to have an incapacitating chromosomal, metabolic or anatomic defect or deformity that has been certified by a Plan Provider; or
2. When the life of the mother is endangered by a physical disorder, physical illness, or physical injury, including a life-endangering physical condition caused by or arising from the pregnancy itself; or
3. When the pregnancy is the result of an alleged act of rape or incest.

### Hearing

#### Hearing Exams

We cover hearing tests to determine the need for hearing correction. (Refer to Preventive Health Care Services for coverage for newborn hearing screenings.)

See the benefit-specific exclusion(s) immediately below for additional information.

#### Benefit-Specific Exclusion(s):

1. Tests to determine an appropriate hearing aid; and
2. Hearing aids or tests to determine their efficacy.

### Home Health Services

We cover treatment provided in your home on a part-time or intermittent basis. This coverage allows for an alternative to repeated hospitalizations that will provide the quality and appropriate level of care to treat your condition. Services provided as a part of home care are not subject to separate Visit limits for therapy services. This home health care limit does not apply to home infusion therapy or home dialysis. To ensure benefits, your Plan Provider must provide a description of the treatment you will receive at home. Your coverage includes the following home health services:

1. Visits by a licensed health care professional, including a nurse, therapist, or home health aide;
2. Physical, speech, and occupational therapy;
3. Nutritional guidance;



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4. Training of the patient and/or family/caregiver;
5. Medical supplies;
6. Durable medical equipment;
7. Medical social Services;
8. Diagnostic Services; and
9. Remote patient monitoring.

These services are only covered when your condition confines you to your home at all times except for brief absences.

**Note:** Coverage for home health Services will not be less than one hundred (100) visits per Contract Year.**Home Private Duty Nurse's Services**

We also cover the cost of medically skilled Services of a currently licensed Registered Nurse (RN) or Licensed Practical Nurse (LPN) in your home when the nurse is not a relative or member of your family. Your Plan Provider must certify to us that private duty nursing services are medically necessary for your condition, and not merely custodial in nature.

Except as provided for Visiting Member Services, we cover the home health care Services only within our Service Area.

We also cover any other outpatient Services, as described in this "Benefits" section that have been authorized by your Plan Physician as Medically Necessary and appropriately rendered in a home setting.

### **Home Health Visits Following Mastectomy or Removal of Testicle**

Members undergoing a mastectomy or removal of a testicle on an outpatient basis, as well as those who receive less than 48 hours of inpatient hospitalization following the surgery, are entitled to the following:

1. One home visit scheduled to occur within 24 hours following his or her discharge; and
2. One additional home visit, when prescribed by the patient's attending physician.

See the benefit-specific limitation(s) and exclusion(s) immediately below for additional information.

#### **Benefit-Specific Limitation(s):**

1. Home private duty nurses Services are limited to sixteen (16) hours per Contract Year.

#### **Benefit-Specific Exclusion(s):**

1. Custodial care (see definition under "Exclusions" in this section of this EOC);
2. Services given by a member of the Member's immediate family;
3. Homemaker Services;
4. Maintenance therapy; and
5. Food and home delivered meals.

### **Hospice Care Services**

Hospice Care Services are for terminally ill Members. If a Plan Physician diagnoses you with a terminal illness and determines that your life expectancy is six (6) months or less, you can choose Hospice Care Services through home or inpatient care instead of traditional Services otherwise provided for your illness. We cover Hospice Care Services in the home if a Plan Provider determines that it is feasible to maintain effective supervision and control of your care in your home.

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We cover Hospice Care Services within our Service Area and only when provided by a Plan Provider.

Hospice Care Services include the following:

1. Skilled nursing care, including IV therapy Services;
2. Physical, occupational, speech, and respiratory therapy;
3. Medical social Services;
4. Home health aide Services;
5. Homemaker Services;
6. Medical supplies and appliances;
7. Palliative drugs in accord with our drug formulary guidelines;
8. Physician care;
9. Nutritional counseling;
10. General hospice inpatient Services for acute symptom management including pain management;
11. Respite Care that may be limited to five (5) consecutive days for any one inpatient stay up to four (4) times in any contract year;
12. Counseling Services for the Member and his Family Members, including dietary counseling for the Member; and bereavement counseling for the Member's Family Members, for a period of one year after the Member's death;
13. Services of hospice volunteers; and
14. Custodial care.

**Note:** No therapy Visit maximum applies to occupational, physical, or speech therapy services received under this benefit.

### Definitions:

1. **Family Member** means a relative by blood, marriage, domestic partnership or adoption who lives with or regularly participates in the care of the terminally ill Member.
2. **Hospice Care** means a coordinated, inter-disciplinary program of hospice care Services for meeting the special physical, psychological, spiritual, and social needs of terminally ill individuals and their families, by providing palliative and supportive medical, nursing, and other health Services through home or inpatient care during the illness and bereavement counseling following the death of the Member.
3. **Respite Care** means temporary care provided to the terminally ill Member to relieve the Member's Caregiver from the daily care of the Member.

**Caregiver** means an individual primarily responsible for the day to day care of the Member during the period in which the Member receives Hospice Services.

### Hospital Inpatient Care

We cover inpatient Services in a Plan Hospital, or a non-Plan Hospital in an emergency, when you are an inpatient because of illness, injury, or pregnancy (see Maternity below for additional pregnancy benefits). We cover Services that are generally and customarily provided by an acute care general hospital in our Service Area for:

1. Room and board in a semi-private room or a private room when deemed Medically Necessary. Room and board includes your bed, meals, and special diets;
2. Specialized care and critical care units;

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3. General and special nursing care;
4. Medically Necessary Services and supplies provided by the hospital;
5. Operating and recovery room;
6. Plan Physicians' and surgeons' Services, including consultation and treatment by specialists;
7. Anesthesia, including services of an anesthesiologist;
8. Anesthesia, anesthesia supplies and services given by the Hospital or other Provider;
9. Medical and surgical supplies, including hypodermic needles and syringes;
10. Drugs, injectable drugs, blood, and oxygen;
11. Nuclear medicine;
12. Chemotherapy and radiation therapy;
13. Respiratory therapy; and
14. Medical social Services and discharge planning.

We cover necessary Services and Supplies, including medication dispensed while confined in a Hospital to treat a covered indication, so long as the drug has been approved by the United States Food & Drug Administration (FDA) for at least one indication and the drug is recognized for treatment of the covered indication in one of the standard reference compendia or in substantially accepted peer-reviewed medical literature.

Additional inpatient Services are covered, but only as specifically described in this "Benefits" section, and subject to all the limits and exclusions for that Service.

### **Minimum Hospital Stay**

We cover inpatient hospitalization Services for you and your newborn child for a minimum stay of at least forty-eight (48) hours following an uncomplicated vaginal delivery; and at least ninety-six (96) hours following an uncomplicated cesarean section. We also cover postpartum home health visits upon release.

In consultation with your physician, you may request a shorter length of stay. In such cases, we will cover one home health visit scheduled to occur within twenty-four (24) hours after discharge, and an additional home visit.

Up to four (4) days of additional hospitalization for the newborn is covered if the enrolled mother is required to remain hospitalized after childbirth for medical reasons.

We cover a minimum hospital stay of no less than 48 hours following a radical or modified radical mastectomy and no less than twenty-four (24) hours following a total or partial mastectomy with lymph node dissection.

We cover a minimum hospital stay of no less than twenty-three (23) hours for a laparoscopy-assisted vaginal hysterectomy and forty-eight (48) hours for a vaginal hysterectomy.

### **House Calls**

We cover doctor Visits in the home for medical care.

### **Infertility Diagnostic Services**

Covered infertility services include diagnostic tests to find the cause of infertility, such as diagnostic laparoscopy, endometrial biopsy, and semen analysis. Infertility benefit also include services to treat the underlying medical conditions that cause infertility (e.g., endometriosis and hormone deficiency).

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Fertility treatments such as artificial insemination and in vitro fertilization (IVF) are not a covered Service. Nor are the medications for the treatment of infertility a covered benefit.

See the benefit-specific exclusion(s) immediately below for additional information.

### **Benefit-Specific Exclusion(s):**

1. Artificial insemination, in vitro fertilization (IVF), ovum transplants and gamete intrafallopian tube transfer (GIFT), zygote intrafallopian transfer (ZIFT), or cryogenic or other preservation techniques used in these or similar procedure;
2. Infertility drugs used in assisted reproductive technology (ART) procedures to achieve conception (e.g., IVF, ZIFT, GIFT.)
3. Any services or supplies provided to a person not covered under your Health Plan in connection with a surrogate/gestational carrier pregnancy (including, but not limited to, the bearing of a child by another woman for an infertile couple;
4. Services to reverse voluntary, surgically induced infertility; or fallopian scar revision surgery.

## **Maternity Services**

### **Pregnancy and Maternity Services**

Coverage is provided for the Member and Dependents who become pregnant. Health plan covers pre-natal and post-natal Services, which includes pregnancy testing, routine and non-routine office Visits, inpatient care, home visits, telemedicine visits, x-ray, lab and specialty test. Health Plan covers birthing classes and breastfeeding support, supplies, and counseling from trained providers during pregnancy and/or in the postpartum period.

Coverage for postpartum Services include benefits for inpatient care and a home visit, or Visits, which shall be in accordance with the medical criteria outlined in the most current version of the American Academy of Pediatrics and the American College of Obstetricians and Gynecologists.

### **Pregnancy Testing**

We cover tests to determine if a Member is pregnant.

### **Prenatal and Newborn Care**

If a Member becomes pregnant, Health Plan provides coverage for maternity care, maternity-related checkups, and delivery of the baby in the hospital.

We cover the following:

1. Use of the delivery room and care for deliveries;
2. Home setting covered with nurse midwives. If there are no midwives in your network, the actuarial equivalent of such Service, such as delivery at a birthing center, will be covered;
3. Anesthesia services to provide partial or complete loss of sensation before delivery;
4. Hospital services for routine nursery care for the newborn during the mother's normal hospital stay;
5. Prenatal and postnatal care services for pregnancy and complications of pregnancy for which hospitalization is necessary;
6. Screenings for pregnant women for anemia, gestational diabetes, Hepatitis B, Rh incompatibility, and urinary tract or other infections;
7. Folic acid supplements;
8. Breastfeeding support, equipment and supplies, including one (1) breast pump per pregnancy;

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9. Behavioral assessments and measurements for children;
10. Screenings for blood pressure and hearing in newborn children;
11. Hemoglobinopathies screening for newborn children;
12. Gonorrhea prophylactic medication for newborn children;
13. Hypothyroidism screening for newborn children;
14. PKU screening for newborn children;
15. Dental Services and dental appliances furnished to a newborn child when required to treat medically diagnosed cleft lip, cleft palate, or ectodermal dysplasia;
16. Expanded tobacco intervention and counseling for pregnant users;
17. Initial examination of a newborn and circumcision of a covered male dependent; and
18. Fetal screenings, which are tests for the genetic and/or chromosomal status of the fetus. The term also means anatomical, biochemical or biophysical tests, to better define the likelihood of genetic and/or chromosomal anomalies.

All physician services and professional fees for your routine delivery, prenatal and postnatal care Services will be subject to a single Cost Share. Services that are preventive care will be covered with no Cost Share. Additional Cost Shares may apply to professional fees for any non-routine Services you receive. Your inpatient fees are the same as for any other inpatient stay.

Prior Authorization is not required for the interhospital transfer of a newborn infant experiencing a life-threatening emergency condition or for the hospitalized mother of such newborn infant to accompany that infant.

### Medical Foods

We cover Medically Necessary medical foods, formulas, infusion of special medical formulas, supplements, enteral nutrition, and low protein food products for Members with inborn errors of amino acid or organic acid metabolism, inherited metabolic disorder, metabolic abnormality or severe protein or soy allergies when they are 1) prescribed for therapeutic treatment; 2) required to maintain adequate nutritional status; and 3) are administered under the direction of a Plan Provider.

Medical foods are intended for the dietary treatment of a disease or condition for which nutritional requirements are established by medical evaluation and are formulated to be consumed are administered under the direction of a Plan Provider.

Low protein modified foods are food products that are:

1. Specially formulated to have less than one (1) gram of protein per serving; and
2. Intended to be used under the direction of a Plan Provider for the dietary treatment of an inherited metabolic disorder.

We cover medical equipment and supplies and Services that are required to administer the covered formula and enteral products.

We do not cover nutritional counseling and related services, except when received as part of a covered wellness service visit or screening, diabetes education, or for hospice with respect to person's care.

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### **Mental Health Services and Substance Use Disorder**

Mental Health Services means planned individualized interventions intended to reduce or improve mental illness or the effects of mental illness through care, treatment, counseling, rehabilitation, medical or psychiatric care, or other supports provided to individuals with mental illness.

Substance Use Disorder means a disease that is characterized by a pattern of pathological use of a drug and/or alcohol with repeated attempts to control its use and with significant negative consequences in at least one the following areas of life: medical, legal, financial, or psycho-social.

We cover inpatient and outpatient Mental Health Services, which includes diagnostic evaluation, partial day Mental Health Services and Substance Use Disorder services, and intensive outpatient programs for treatment of alcohol or drug dependence including opioid treatment Services.

#### **Inpatient Service**

While you are an inpatient in a Hospital, Plan Facility or program that we must cover per state law, we cover all medical Services of physicians and other health professionals as performed, prescribed or directed by a Plan Physician including:

1. Individual psychotherapy;
2. Group psychotherapy;
3. Psychological testing;
4. Convulsive therapy;
5. Electroconvulsive therapy;
6. Detoxification;
7. Drug therapy;
8. Education;
9. Treatment for psychiatric conditions;
10. Psychiatric nursing Services;
11. Appropriate Hospital Services;
12. Structured program of treatment and rehabilitation, including twenty-four (24) hour-a-day nursing care;
13. Counseling with family members to assist with patient's diagnosis and treatment; and
14. Medical Services for detoxification.

#### **Residential Treatment**

We provide coverage for inpatient Services for substance abuse and eating disorders provided in a hospital or treatment Facility that is licensed to provide a continuous, structured program of treatment, and rehabilitation, including twenty-four (24) hour-a-day nursing care.

Residential treatment means specialized twenty-four (24)-hour treatment in a licensed Residential Treatment center or intermediate care Facility. It offers individualized and intensive treatment and includes:

1. Observation and assessment by a psychiatrist weekly or more often; and
2. Rehabilitation, therapy, education, and recreational or social activities.

You can receive covered Services from the following Plan Providers:

1. Psychiatrist;
2. Psychologist;

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3. Neuropsychologist;
4. Licensed clinical social worker (L.C.S.W);
5. Mental health clinical nurse specialist;
6. Licensed marriage and family therapist (L.M.F.T);
7. Licensed professional counselor (L.P.C); and
8. Any agency licensed by the state to provide these services.

**Note:** Inpatient Services for the treatment of disorders such as substance use disorder and eating disorders cannot be merely custodial, residential, or domiciliary in nature and must be provided in a hospital or residential treatment Facility that is licensed to provide a continuous, structured program of drug or alcohol treatment and rehabilitation including twenty-four (24)-hour-a-day nursing care.

### **Partial Hospitalization**

We cover partial hospitalization in a Plan Facility. Partial hospitalization is defined as a licensed or approved day or evening treatment program that includes the major diagnostic, medical, psychiatric and psychosocial rehabilitation treatment modalities designed for patients with mental, emotional, or nervous disorders, and alcohol or other drug dependence who require coordinated, intensive, comprehensive and multi-disciplinary treatment. Such a program shall provide treatment over a period of six (6) or more continuous hours per day to individuals or groups of individuals who are not admitted as inpatients. Such term shall also include intensive outpatient programs for the treatment of alcohol or other drug dependence which provide treatment over a period of three or more continuous hours per day to individuals or groups of individuals who are not admitted as inpatients.

### **Outpatient Service**

In an outpatient setting, we cover office Visits, outpatient Facility and physician charges, and all necessary Services of physicians and other health care professionals as performed, prescribed, or directed by a Plan Physician including, but not limited to:

1. Evaluation and diagnosis;
2. Crisis intervention;
3. Individual psychotherapy;
4. Group psychotherapy;
5. Psychological and neuropsychological testing;
6. Medical treatment for withdrawal symptoms;
7. Treatment for psychiatric conditions; and
8. Visits for the purpose of monitoring drug therapy.

### **Morbid Obesity Services**

We cover diagnosis and treatment of morbid obesity including gastric bypass surgery or other surgical method that is recognized by the National Institutes of Health as effective for long-term reversal of morbid obesity and is consistent with criteria approved by the National Institutes of Health.

Morbid obesity is defined as:

1. A weight that is at least one-hundred (100) pounds over or twice the ideal weight for a patient's frame, age, height, and gender, as specified in the 1983 Metropolitan Life Insurance tables; or

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<ol style="list-style-type: none"> <li>2. A body mass index (BMI) that is equal to or greater than thirty-five (35) kilograms per meter squared with a comorbidity or coexisting medical conditions such as hypertension, cardiopulmonary condition, sleep apnea, or diabetes; or</li> <li>3. A BMI of forty (40) kilograms per meter squared without such comorbidity.</li> </ol> <p>Body Mass index means a practical marker that is used to assess the degree of obesity and is calculated by dividing the weight in kilograms by the height in meters squared.</p> <p>See the benefit-specific exclusion(s) immediately below for additional information.</p>
<p><b>Benefit-Specific Exclusion(s):</b></p> <ol style="list-style-type: none"> <li>1. Services not preauthorized by Health Plan.</li> </ol>
<p><b>Oral Surgery</b></p>
<p>We cover diagnosis, oral surgery, and related medical care for:</p> <ol style="list-style-type: none"> <li>1. Surgical treatment of tumors in the oral cavity, where a biopsy is needed for evaluation of pathology;</li> <li>2. Maxillary or mandibular frenectomy when not related to a dental procedure;</li> <li>3. Alveolectomy when related to tooth extraction;</li> <li>4. Orthognathic surgery, including inpatient and outpatient surgery and treatment to correct temporomandibular joint (TMJ) pain dysfunction syndrome and Craniomandibular joint disorders that is required because of a medical condition or injury which prevents normal function of the joint or bone and is deemed medically necessary to attain functional capacity of the affected part;</li> <li>5. Removable appliances for TMJ repositioning and related surgery, medical care, and diagnostic services;</li> <li>6. Anesthesia to prepare mouth for medical treatments, such as radiation therapy to treat cancer and prepare for transplants;</li> <li>7. Surgical services on the hard or soft tissue in the mouth when the main purpose is not to treat or help the teeth and their supporting structures;</li> <li>8. The treatment of medically diagnosed cleft lip, cleft palate or ectodermal dysplasia (see also <i>Cleft Lip, Cleft Palate, or Ectodermal Dysplasia</i> in this Section).</li> <li>9. Treatment of non-dental lesions, such as removal of tumors and biopsies;</li> <li>10. Incision and drainage of infection of soft tissue not including odontogenic cysts or abscesses;</li> <li>11. Oral and/or surgical correction of accidental injuries as described in <i>Accidental Dental Injury Services</i>; and</li> <li>12. Medically Necessary oral restoration after major reconstructive surgery.</li> </ol> <p>See the benefit-specific exclusion(s) immediately below for additional information.</p>
<p><b>Benefit-Specific Exclusion(s):</b></p> <ol style="list-style-type: none"> <li>1. Oral surgeries or periodontal work on the hard and/or soft tissue that supports the teeth meant to help the teeth or their supporting structures.</li> <li>2. Orthodontic care, except as required in the treatment of cleft lip, cleft palate or ectodermal dysplasia.</li> </ol>
<p><b>Outpatient Care</b></p>
<p>We cover the following outpatient care:</p> <ol style="list-style-type: none"> <li>1. Primary care Visits, including those provided in your home or online via webcam, chat, or voice, for internal medicine, family practice, pediatrics, routine preventive obstetrics and gynecology Services,</li> </ol>



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- and routine care and common illnesses (refer to *Preventive Health Care Services* for coverage of preventive care Services);
2. Walk-in Services available from any Health Plan Medical Facility. These Services are available twenty-four (24) hours a day in certain Plan Medical Centers, including Services provided by nurse practitioners and physician assistants. Call Member Services for location and hours of operation of all of our Plan Medical Facilities.
  3. Specialty care Visits (refer to *Section 2: How to Get the Care You Need* for information about referrals to Plan specialists);
  4. Consultations and immunizations for foreign travel;
  5. Diagnostic testing for care or treatment of an illness, or to screen for a disease for which you have been determined to be at high risk for contracting, including, but not limited to:
    - a. Diagnostic examinations, including digital rectal exams and prostate antigen (PSA) tests provided in accordance with American Cancer Society guidelines to:
      - i. persons ages 50 and over and
      - ii. persons ages 40 and over who are at high risk for prostate cancer, according to the most recent published guidelines of the American Cancer Society;
  6. Colorectal cancer screening, specifically screening with an annual fecal occult blood test, flexible sigmoidoscopy or colonoscopy, or in appropriate circumstances radiologic imaging, in accordance with the most recently published recommendations established by the American College of Gastroenterology, in consultation with the American Cancer Society, for the ages, family histories, and frequencies referenced in such recommendations. Your initial screening colonoscopy will be preventive.
  7. Bone mass measurement for the prevention, diagnosis, and treatment of osteoporosis for a qualified individual when a Plan Provider requires the bone mass measurement. A “qualified individual” means:
    - a. an estrogen deficient individual at clinical risk for osteoporosis;
    - b. an individual with a specific sign suggestive of spinal osteoporosis, including roentgenographic osteopenia or roentgenographic evidence suggestive of collapse, wedging, or ballooning of one or more thoracic or lumbar vertebral bodies, who is a candidate for therapeutic intervention or for an extensive diagnostic evaluation for metabolic bone disease;
    - c. an individual receiving long-term gluco-corticoid (steroid) therapy;
    - d. an individual with primary hyper-parathyroidism; or
    - e. an individual being monitored to assess the response to or efficacy of an approved osteoporosis drug therapy
  8. Outpatient surgery received at an outpatient or ambulatory surgery Facility, or doctor’s office for the following services:
    - a. Physician Services;
    - b. Anesthesia, including services of an anesthesiologist;
    - c. Chemotherapy and radiation therapy;
    - d. Respiratory therapy;
    - e. Sleep treatment;
    - f. Medical social Services;
    - g. House calls when care can best be provided in your home as determined by a Plan Provider;

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- h. After hours urgent care received after the regularly scheduled hours of the Plan Provider or Plan Facility. Refer to the Urgent Care provision for covered Services; and
- i. Equipment, supplies, splints, complex decongestive therapy, and outpatient self-management training and education for the treatment of lymphedema, if prescribed by a health care professional legally authorized to prescribe or provide such items under law.

Additional outpatient Services are covered, but only as specifically described in this “Benefits” section, and subject to all the limitations and exclusions for that Service.

(Refer to *Preventive Health Care Services* for coverage of preventive care tests and screening Services).

### **Preventive Health Care Services**

In addition to any other preventive benefits described in the group Contract or certificate, Health Plan shall cover the following preventive services and shall not impose any cost-sharing requirements, such as Deductibles, Copayment amounts or Coinsurance amounts to any Member receiving any of the following benefits for services from Plan Providers for infants, children, adolescents and adults:

1. Evidenced-based items or services that have in effect a rating of "A" or "B" in the current recommendations of the United States Preventive Services Task Force, except that the current recommendations of the United States Preventive Service Task Force regarding breast cancer screening, mammography, and prevention of breast cancer shall be considered the most current other than those issued in or around November 2009. Examples include screenings for BRCA genetic testing, Type 2 Diabetes, cholesterol, cervical cancer, counseling for breast cancer genetic testing or breast cancer chemoprevention. You may see a list of the most recent services described in this provision at: [www.healthcare.gov](http://www.healthcare.gov);
2. Immunizations, including flu shots and their administration, for children, adolescents, and adults, that have in effect a recommendation from the Advisory Committee on Immunization Practices of the Centers for Disease Control and Prevention with respect to the individual involved;
3. With respect to infants, children, and adolescents, evidence-informed preventive care and screenings provided for in the comprehensive guidelines supported by the Health Resources and Services Administration; and
4. With respect to women, such additional preventive care and screenings, not described above, as provided for in comprehensive guidelines supported by the Health Resources and Services Administration.

Health Plan shall update new recommendations to the preventive benefits listed above at the schedule established by the Secretary of Health and Human Services.

Health Plan also covers medically appropriate preventive health care Services based on your age, sex, and other factors as determined by your primary care Plan Physician in accordance with national preventive health care standards.

These Services include the exam, screening tests and interpretation for:

1. Preventive care exams, including:
  - a. Routine physical examinations and health screening tests appropriate to your age and sex;
  - b. Well-woman examinations; and

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- c. Well child care examinations, including child health supervision services for the periodic review of a child's physical and emotional status and immunizations offered at the following age intervals: birth, two (2) months, four (4) months, six (6) months, nine (9) months, twelve (12) months, fifteen (15) months, eighteen (18) months, two (2) years, three (3) years, four (4) years, five (5) years, and six (6) years;
2. Sterilization services and services to reverse a non-elective sterilization resulting from an illness or injury. Female sterilization must be covered;
3. Hemoglobinopathies screening for newborn children;
4. Gonorrhea prophylactic medication and screening for newborn children;
5. Hypothyroidism screening for newborn children;
6. PKU screening for newborn children;
7. Rh incompatibility screening;
8. Abdominal aortic aneurysm screening;
9. Depression screening;
10. Lung cancer screening;
11. Colorectal screening;
12. Routine and Medically Necessary immunizations (travel immunizations are not preventive and are covered under Outpatient Services in this section) for children and adults in accordance with Plan guidelines. Childhood immunizations include diphtheria, pertussis, tetanus, polio, hepatitis B, measles, mumps, rubella and other immunizations as may be prescribed by the Commissioner of Health;
13. An annual pap smear, including coverage for any FDA-approved gynecologic cytology screening technology;
14. High-risk human papillomavirus (HPV) DNA testing every three (3) years for women age thirty (30) years and over whether or not they have normal Pap test results;
15. Screening for gestational (pregnancy-related) diabetes in pregnant women between 24-28 weeks of gestation and at the first prenatal Visit for pregnant women identified to be at high risk for diabetes;
16. Comprehensive lactation (breastfeeding) education and counseling, by trained clinicians during pregnancy and/or in the postpartum period in connection with each birth;
17. Breastfeeding support equipment and supplies issued, including breast pumps, per pregnancy and in accordance with Health Plan coverage guidelines;
18. Annual screening and counseling for sexually transmitted infections for all sexually active women;
19. Annual screening and counseling for human immune-deficiency virus (HIV) infection for all sexually active women;
20. Annual screening and counseling for interpersonal and domestic violence;
21. Patient education and contraceptive counseling for all women with reproductive capacity;
22. We cover all eighteen (18) FDA approved contraceptive methods and sterilization treatments for women, including drugs, injectables, patches, rings and devices such as diaphragms, IUDs, and implants. This includes all related counseling. A prescription for a twelve (12)-month supply of hormonal contraceptives is covered when dispensed or furnished at one time;
23. Low dose screening mammograms to determine the presence of breast cancer are covered as follows:
  - (i) one mammogram for persons age thirty-five (35) through thirty-nine (39);
  - (ii) one (1) mammogram

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- biennially for persons age forty (40) through forty-nine (49); and (iii) one (1) mammogram annually for persons fifty (50) and over;
24. Medical History assessments for children;
  25. Behavioral and oral health risk assessments for children;
  26. Bone mass index measurement to determine risk for osteoporosis;
  27. Prostate Cancer screening including diagnostic examinations, digital rectal examinations, and prostate-specific antigen (PSA) tests provided to men who are age fifty (50) and over and for persons age forty (40) and over who are at high risk;
  28. Colorectal cancer screening in accordance with screening guidelines issued by the American Cancer Society including fecal occult blood tests, flexible sigmoidoscopy, and screening colonoscopy;
  29. Cholesterol test (lipid profile);
  30. Diabetes screening (fasting blood glucose test);
  31. Screenings in children for autism (18 and 24 months), blood pressure, cervical dysplasia, depression, development, dyslipidemia, hematocrit or hemoglobin, Hepatitis B, HIV, lead, tuberculin, and vision;
  32. Aspirin in the prevention of cardiovascular disease and preeclampsia in pregnant women;
  33. Sexually Transmitted Disease (STD) and Sexually Transmitted Infection (STI) testing (including chlamydia, gonorrhea, syphilis and HPV) and counseling for STI prevention;
  34. Annual chlamydia screening for
    - a. Women under the age of twenty (20), if they are sexually active; and
    - b. Women twenty (20) years of age or older, and men of any age, who have multiple risk factors, which include:
      - i. a prior history of sexually transmitted diseases;
      - ii. new or multiple sex partners;
      - iii. inconsistent use of barrier contraceptives; or
      - iv. cervical ectopy;
  35. Human Papillomavirus (HPV) screening as recommended for cervical cytology screening by the American College of Obstetricians and Gynecologists;
  36. HIV tests;
  37. Hepatitis B and C screening;
  38. Syphilis screening;
  39. TB tests;
  40. Alcohol misuse and drugs screening, assessments and counseling;
  41. Nutritional counseling when received as part of a covered wellness service screening, diabetes education, and for hospice with respect to person's care and death;
  42. Obesity screening and counseling for children;
  43. Body mass index (BMI) measurements for children;
  44. Smoking, screening, tobacco use and tobacco cessation counseling;
  45. Nicotine patches and gum when obtained by a prescription;
  46. Supplements for fluoride chemoprevention and iron for children;
  47. Newborn hearing screenings that include follow up audiological examinations, as recommended by a physician or audiologist, and performed by a licensed audiologist to confirm the existence or absence of hearing loss when ordered by a Plan Provider;
  48. Screening for alcohol and drug use for children;

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49. Screening for blood pressure for children;
50. Screening for high blood pressure and obesity, and counseling for obesity for adults; and
51. Associated preventive care radiological and lab tests not listed above.

Pursuant to IRS Notice 2019-45, coverage is provided for expanded preventive care Services for labs and screenings without any Cost Sharing requirements such as Copayments, Coinsurance amounts and Deductibles:

1. Retinopathy screening for diabetics
2. HbA1C for diabetics
3. Low density Lipoprotein lab test for people with heart disease
4. INR lab test for liver failure and bleeding disorders

For coverage of glucose monitoring equipment, see the *Diabetes Treatment, Equipment and Supplies* benefit in this List of Benefits.

For coverage of peak flow meters, see the Durable Medical Equipment benefits in this List of Benefits.

**Note:** Refer to *Outpatient Care* for coverage of non-preventive diagnostic tests and other covered Services. See the benefit-specific limitation(s) and exclusion(s) immediately below for additional information.

### **Benefit-Specific Limitation(s):**

While treatment may be provided in the following situations, the following Services are not considered Preventive Health Care Services. Applicable Cost Share will apply:

1. Monitoring chronic disease.
2. Follow-up Services after you have been diagnosed with a disease.
3. Services provided when you show signs or symptoms of a specific disease or disease process,
4. Non-routine gynecological Visits.
5. Lab, imaging, and other Ancillary Services not included in routine prenatal care.
6. Non-preventive Services performed in conjunction with a sterilization.
7. Lab, imaging, and other Ancillary Services associated with sterilizations.
8. Complications that arise after a sterilization procedure.
9. Over-the-counter contraceptive pills, supplies, and devices.
10. Personal and convenience supplies associated with breastfeeding equipment such as pads, bottles, and carrier cases.
11. Replacement or upgrades for breastfeeding equipment that is not rented Durable Medical Equipment.
12. Prescription contraceptives that do not require clinical administration for certain group health plans that provide outpatient prescription drug coverage that includes United States Food & Drug Administration (FDA)-approved contraception that is separate from Health Plan coverage and furnished through another prescription drug provider. We cover all eighteen (18) FDA approved contraceptive methods and sterilization treatments for women, including drugs, injectables, patches rings and devices such as diaphragms, IUDs, and implants. This includes all related counseling.

### **Benefit Specific Exclusion(s):**

Sterilization Services to reverse elective sterilization.

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### Prosthetic and Orthotic Devices

We cover the following when prescribed by your Plan Provider for activities of daily living:

1. Artificial limbs, eyes and components;
2. Prosthetic devices and components;
3. Orthopedic braces;
4. Leg braces, including attached or built-up shoes attached to a leg brace;
5. Orthotics (e.g., braces, boots, splints) other than foot orthotics. Covered Services include the initial purchase, fitting, adjustment, and repair of a custom made rigid or semi-rigid supportive device used to support, align, prevent, or correct deformities or to improve the function of movable parts of the body, or which limits or stops motion of a weak or diseased body part;
6. Molded, therapeutic shoes and inserts for diabetics with peripheral vascular disease;
7. Arm, back, and neck braces;
8. Head halters;
9. Catheters and related supplies; and;
10. Restoration prosthesis (composite facial prosthesis); and
11. Wigs needed after cancer treatment.

A prosthetic device is an artificial substitute to replace, in whole or in part, a limb or body part, such as an arm, leg, foot, or eye. Coverage is also included for the repair, fitting, adjustments, and replacement of a prosthetic device. In addition, components for artificial limbs are covered. Components are the materials and equipment needed to ensure the comfort and functioning of the prosthetic device.

#### Internally Implanted Devices

We cover Medically Necessary internal devices implanted during surgery, such as pacemakers, monofocal intraocular lens implants, artificial hips and joints, breast implants (see “Reconstructive Surgery” benefits below) and cochlear implants, that are approved by the United States Food & Drug Administration (FDA) for general use.

#### Colostomy, Ostomy and Urological Supplies

We cover ostomy and urological supplies when prescribed by a Plan Provider and your medical condition meets Health Plan’s criteria for medical necessity. We cover colostomy and other ostomy supplies directly related to ostomy care.

#### Breast Prosthetics

We cover breast prostheses and mastectomy bras following a Medically Necessary mastectomy. Coverage includes custom-made internal and external breast prostheses, regardless of when the mastectomy was performed. Coverage also includes breast prostheses for the non-diseased breast to achieve symmetry.

#### Wigs

We cover wigs for Members whose hair loss was the result of chemotherapy or radiation treatment for cancer. Wig needed after cancer treatment covered under Prosthetics (limited to one (1) wig per Contract Year).

See the benefit-specific limitation(s) and exclusion(s) immediately below for additional information.

#### Benefit Specific Limitation(s):

1. Coverage for mastectomy bras is limited to a maximum of four (4) per contract year.

#### Benefit Specific Exclusion(s):

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<ol style="list-style-type: none"> <li>1. Internally implanted breast prostheses for cosmetic purposes.</li> <li>2. External Prostheses, except as provided in this Section.</li> </ol>
<b>Pulmonary Rehabilitation</b>
Includes outpatient short-term respiratory care to restore your health after an illness or injury.
<b>Radiation Therapy/Chemotherapy/Infusion Therapy</b>
<p><b>Radiation Therapy</b>  We cover treatment of an illness by x-ray, or radioactive isotopes, including the treatment of disease by radium, cobalt, or high energy particle sources. Coverage includes the rental or cost of radioactive materials, treatment (teletherapy, brachytherapy and intraoperative radiation, photon or high energy particle sources), the rental or cost of radioactive materials, and the supplies needed. The administration, treatment planning and certain other covered services. We also cover the dental Services needed to prepare the mouth for radiation therapy.</p> <p><b>Chemotherapy</b>  We cover treatment of an illness by chemical or biological antineoplastic agents. Administered as a part of a doctor’s Visit, home care visit, or at an outpatient Facility for treatment of an illness.</p> <p><b>Infusion Therapy</b>  We cover infused medical formulas for the treatment of internal metabolic disorders when prescribed by a Plan Provider. Coverage is also provided for Services for drug infusion therapy and infusion therapy, which is treatment by placing therapeutic agents into the vein, including therapeutic nuclear medicine, and parenteral administration of medication and nutrients. Infusion therapy includes nursing, durable medical equipment and drug services that are delivered and administered to you through an I.V. by a Plan Provider as part of a doctor’s Visit, home care visit or at an outpatient Facility. Infusion Services also include Total Parenteral Nutrition (TPN), enteral nutrition therapy, antibiotic therapy, pain care, blood products, blood infusion equipment and chemotherapy. Medically Necessary injectables that are not self-administered are covered. May include injections (intra-muscular, subcutaneous, continuous subcutaneous). These services include coverage of all medications administered intravenously and/or parenterally. Infusion services may be received at multiple sites of service, including facilities, professional provider offices, ambulatory infusion centers and from home infusion providers. The Cost Share amount will apply based on the place and type of Service provided.</p>
<b>Reconstructive Surgery</b>
<p>We cover reconstructive surgery. This shall include plastic, cosmetic and related procedures required to:</p> <ol style="list-style-type: none"> <li>1. Correct significant disfigurement resulting from an injury or Medically Necessary surgery;</li> <li>2. Correct a congenital defect, disease or anomaly in order to produce significant improvement in physical function; and</li> <li>3. Treat congenital hemangioma known as port wine stains on the face.</li> </ol> <p>Following mastectomy or at the same time of a mastectomy, we also cover reconstructive breast surgery and all stages of reconstruction of the other breast to produce a symmetrical appearance, and treatment of physical complications, including lymphedemas. Mastectomy is the surgical removal of all or part of a breast. Reconstructive breast surgery is surgery performed as a result of a mastectomy to reestablish symmetry</p>

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between the two (2) breasts. Reconstructive breast surgery includes augmentation mammoplasty, reduction mammoplasty and mastopexy.

We also cover the following Services:

1. Surgeries and procedures to correct congenital abnormalities that caused functional impairment and congenital abnormalities in newborn children;
2. Surgeries and procedures to correct significant deformities caused by congenital or developmental abnormalities, disease, trauma, or previous therapeutic process in order to create a more normal appearance, other than for orthognathic surgery.

See the benefit-specific exclusion(s) immediately below for additional information.

### **Benefit-Specific Exclusion(s):**

Cosmetic surgery, plastic surgery, or other Services, supplies, dermatological preparations and ointments, other than those listed above, that are intended primarily to improve your appearance, or will not result in significant improvement in physical function. Examples of excluded cosmetic dermatology services are:

1. Removal of moles or other benign skin growths for appearance only;
2. Chemical peels; and
3. Pierced earlobe repairs, except for the repair of an acute bleeding laceration.

### **Skilled Nursing Facility Care**

We cover skilled inpatient Services, a private room if Medically Necessary and related services for convalescent care in a licensed Skilled Nursing Facility. The skilled inpatient Services must be those customarily provided by Skilled Nursing Facilities. A prior three (3)-day stay in an acute care hospital is not required.

We cover the following Services:

1. Room and board;
2. Physician and nursing care;
3. Medical social Services;
4. Drugs, biologicals, and medical supplies;
5. Respiratory therapy; and
6. Rehabilitative therapy.

**Note:** The following Services are covered, but not under this section:

1. Blood (see *Blood, Blood Products and Their Administration*);
2. Drugs (see *Drugs, Supplies and Supplements*);
3. Durable Medical Equipment ordinarily furnished by a Skilled Nursing Facility, including oxygen dispensing equipment and oxygen (see *Durable Medical Equipment*);
4. Physical, occupational, and speech therapy (see *Therapy and Rehabilitation Services*); and
5. X-ray, laboratory, and special procedures (see *X-ray, Laboratory and Special Procedures*).

See the benefit-specific limitation(s) and exclusion(s) immediately below for additional information.

### **Benefit Specific Limitation(s):**

1. We cover up to one-hundred (100) days of skilled nursing inpatient Services per stay.

### **Benefit Specific Exclusion(s):**

1. Custodial care (see description in *Exclusions* in this section of the EOC).



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<ol style="list-style-type: none"> <li>2. Domiciliary care.</li> <li>3. See <i>Therapy; Habilitative and Rehabilitative Services</i> for coverage of therapy during an inpatient stay.</li> </ol>
<b>Surgery</b>
<p>We cover surgical Services on an inpatient or outpatient basis, including office surgeries, blood and blood products, hypodermic needles, syringes, surgical dressings, and Services rendered by an anesthesiologist. Covered surgeries include:</p> <ol style="list-style-type: none"> <li>1. Accepted operative and cutting procedures;</li> <li>2. Surgeries and procedures to correct congenital abnormalities that cause functional impairment and congenital abnormalities in newborn children;</li> <li>3. Other invasive procedures, such as angiogram, arteriogram, amniocentesis, tap or puncture of brain or spine;</li> <li>4. Endoscopic exams, such as arthroscopy, bronchoscopy, colonoscopy and laparoscopy;</li> <li>5. Treatment of fractures and dislocations, including splints;</li> <li>6. Anesthesia and surgical support when Medically Necessary; and</li> <li>7. Medically Necessary pre-operative and post-operative care.</li> </ol>
<b>Telemedicine Services</b>
<p>We cover interactive telemedicine Visits with a Plan Provider. Telemedicine is the real-time, two-way transfer of medical data and information. Telemedicine Services include the interactive use of audio, video, or other electronic media, such as internet communication between Plan Provider and patient by webcam, chat or voice, used for the purpose of diagnosis, consultation, treatment or providing remote patient monitoring Services as it pertains to the delivery of covered health care Services, including mental health and substance use disorder Services. Such webcam, chat and voice medical Visits are covered in place of an office Visit. Equipment utilized for interactive telemedicine should be of sufficient audio quality and visual clarity as to be functionally equivalent to a face-to-face Visit for professional medical Services.</p> <p>See the benefit-specific exclusion(s) immediately below for additional information</p>
<p><b>Benefit-Specific Exclusion(s):</b> Non-interactive telemedicine Services include electronic mail message or facsimile transmission.</p>
<b>Therapy; Habilitative and Rehabilitative Services</b>
<p>Habilitative Services include coverage for health care Services and devices that help a person keep, learn, or improve skills and functioning for daily living. Examples include therapy for a child who is not walking or talking at the expected age.</p> <p>These Services may include physical and occupational therapy, speech-language pathology and other Services for people with disabilities in a variety of inpatient and/or outpatient settings.</p> <p>Rehabilitative Services includes coverage for health care Services, devices, and therapies to restore and in some cases, maintain capabilities lost due to disease, illness, injury, or in the case of speech therapy, loss additionally due to congenital anomaly or prior medical treatment. To be a covered service, rehabilitative services must involve goals you can reach in a reasonable period of time. Benefits will end once treatment is no longer Medically Necessary and you stop progressing toward those goals.</p>

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We provide coverage for the following habilitative and rehabilitative Services including the professional services, when Medically Necessary and provided by a licensed or certified therapist. The Visit limits listed for each Service apply separately for habilitative and rehabilitative Services. We cover medical supplies that are purchased and used once, such as syringes, needles, dressings, splints, etc.

#### **Cardiac Rehabilitation Services**

We cover medical evaluation, training, supervised exercise, and psychosocial support Services following a cardiac event (heart problem) when approved by Health Plan.

Cardiac rehabilitation Services must be provided or coordinated by a Facility approved by Health Plan, and that offers the process of diagnosing, restoring, maintaining, teaching, or improving physiological, psychological, social and vocational capabilities of patients with heart disease. Cardiac rehabilitation is the medical evaluation, training, supervised exercise, and psychosocial support to care for a person after a cardiac event (heart problem). Benefits do not include home programs, on-going conditioning, or maintenance care.

#### **Chiropractic/Osteopathic/Manipulation Therapy**

We cover therapy to treat problems of the bones, joints and the back. We cover these therapies for a maximum of thirty (30) Visits per Contract Year for rehabilitative chiropractic, osteopathic, manipulation therapy; and a maximum of thirty (30) Visits per Contract Year for habilitative chiropractic, osteopathic and manipulation therapy.

#### **Multidisciplinary Rehabilitation**

We cover multidisciplinary rehabilitation Services in a Plan Hospital, Plan Medical Center, Plan Provider's medical office, or a Skilled Nursing Facility.

Multidisciplinary rehabilitation Service programs are inpatient or outpatient day programs that incorporate more than one therapy at a time in the rehabilitation treatment.

#### **Physical, Occupational, and Speech Therapy**

The Visit limits listed below for physical, occupational and speech therapy apply separately to habilitative and rehabilitative Services. You receive a maximum of thirty (30) Visits each per Contract Year for physical therapy, occupational therapy and speech therapy, including video Visits via telemedicine for both rehabilitative therapy and habilitative therapy. The Visit limits apply separately to habilitative and rehabilitative Services. The Visit limits listed below do not apply to therapy provided while you are an inpatient in a hospital or to home health services. The limits do not apply to therapy provided while you are an inpatient in a hospital or to early intervention services, home health Services, and hospice care for the treatment of autism spectrum disorders.

#### **Physical Therapy**

We cover inpatient and outpatient physical therapy, which include the treatment by physical means to ease pain, restore health, and to avoid disability after an illness, injury, or loss of an arm or a leg. It includes hydrotherapy, heat, physical agents, bio-mechanical and neuro-physiological principles and devices. Your coverage includes benefits for physical therapy to treat lymphedema. The Visit limits listed below for physical, occupational and speech therapy apply to habilitative and rehabilitative Services separately. The limits do not apply to therapy provided while you are an inpatient in a hospital or to early intervention services, home health Services, and hospice care for the treatment of autism spectrum disorders.

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### **Occupational Therapy**

We cover inpatient and outpatient occupational therapy, which is treatment to restore a physically disabled person's ability to perform activities such as walking, eating, drinking, dressing, toileting, transferring from wheelchair to bed, bathing and job-related activities.

### **Speech Therapy**

We cover inpatient and outpatient speech therapy. Speech therapy is the identification, assessment and treatment for the correction of a speech impairment, or Services necessary to improve or teach speech, which results from disease, surgery, injury, congenital anatomical anomaly, or prior medical treatment and will treat communication or swallowing difficulties to correct a speech impairment and set rehabilitative speech therapy goals attainable in a reasonable period of time for children and adults. Therapy is also covered for a child in order to keep, learn or improve skills needed for daily living, such as therapy for a child who is not talking at the expected age.

### **Respiratory Services**

We cover respiratory therapy, which is the introduction of dry or moist gases into the lungs to treat illness or injury. This coverage includes: the use of dry or moist gases in the lungs, nonpressurized inhalation treatment; intermittent positive pressure breathing treatment, air or oxygen, with or without nebulized medication, continuous positive pressure ventilation (CPAP); continuous negative pressure ventilation (CNP); chest percussion; therapeutic use of medical gases or Drugs in the form of aerosols, and equipment such as resuscitators, oxygen tents, and incentive spirometers; bronchopulmonary drainage and breathing exercises.

See the benefit-specific limitation(s) and exclusion(s) immediately below for additional information.

### **Benefit-Specific Limitation(s):**

1. The limitations listed below for physical, occupational and speech therapy also apply to those Services when provided within a multidisciplinary program.
2. Occupational therapy is limited to treatment to achieve and maintain improved self-care and other customary activities of daily living.

### **Benefit-Specific Exclusion(s):**

1. Long-term rehabilitation therapy, except as provided for cardiac rehabilitation Services.
2. Cardiac Rehabilitation Services will not be provided for home programs (other than home health care Services), ongoing conditioning and maintenance care.

Refer to the following benefits in this section for the Habilitative and Rehabilitative devices that are also covered under this Agreement:

1. ***Diabetic Equipment, Supplies, and Self- Management;***
2. ***Durable Medical Equipment;***
3. ***Prosthetic Devices,*** including orthotics; and
4. ***Vision Services,*** including lenses prescribed following surgery or for the treatment of accidental injury.

## **Transplant Services**

We cover any Medically Necessary stem cell rescue, bone marrow, infusions, organ and tissue transplants and transfusions, including autologous bone marrow transplants for breast cancer, if the following criteria are met:

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1. You satisfy all medical criteria developed by Medical Group and by the Facility providing the transplant;
2. The Facility is certified by Medicare; and
3. A Plan Provider provides a written referral for care at the Facility.

Coverage also includes necessary acquisition procedures, mobilization, and harvest and storage. It also includes Medically Necessary preparatory myeloablative therapy or reduced intensity preparative chemotherapy, radiation therapy or a combination of these therapies.

After the referral to a transplant Facility, the following applies:

1. Unless otherwise authorized by Medical Group, transplants are covered only in our Service Area.
2. If either Medical Group or the referral Facility determines that you do not satisfy its respective criteria for transplant, we will pay only for covered Services you receive before that determination was made.
3. Health Plan, Plan Hospitals, Medical Group and Plan Providers are not responsible for finding, furnishing or ensuring the availability of a bone marrow or organ donor.
4. When a human organ or tissue transplant is provided from a living donor to a Member, both the recipient and the donor may receive the benefits of the Health Plan. We may cover expenses for medical, Hospital, transportation, and lodging, that we pre-authorize in accordance with our travel and lodging guidelines, as long as services are directly related to a covered transplant for a donor, or an individual identified by Medical Group as a potential donor even if not a Member. Coverage is provided for the donor for complications from the donor procedure for up to six (6) weeks from the date of procurement.

We will not deny transplant Services based on physical, intellectual, developmental or other disability. **Travel and Lodging Expenses**

If a Plan Physician refers you to a non-Plan Provider outside our Service Area as described under ***Getting a Referral*** in ***Section 2: How to Get the Care You Need***, we may pay certain expenses that we pre-authorize in accord with our travel and lodging guidelines. For lodging and ground transportation benefits, we will cover costs up to the current limits set forth in the Internal Revenue Code. We will reimburse for reasonable and necessary transportation and lodging costs for the recipient and donor when both are covered by the Health Plan; however, reimbursement may be limited if only the recipient is covered by the Health Plan.

Non-covered benefits for transportation and lodging include, but are not limited to:

1. Childcare;
2. Mileage within the medical transplant Facility city;
3. Rental cars, buses, taxis, or shuttle service, except as specifically approved by us;
4. Frequent Flyer miles;
5. Coupons, vouchers, or travel tickets;
6. Prepayments or deposits;
7. Services for a condition that is not directly related, or a direct result, of the transplant;
8. Phone calls;
9. Laundry;
10. Postage;
11. Entertainment;
12. Return Visits for the donor for a treatment of an illness found during the evaluation; and/or

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### 13. Meals.

If Member receiving care is a minor, then reasonable and necessary costs for transportation and lodging may be allowed for two companions for benefit related to transplant surgery.

We also provide coverage for Medically Necessary routine dental Services recommended prior to transplant.

See the benefit-specific exclusion(s) immediately below for additional information.

#### **Benefit-Specific Exclusion(s):**

Services related to non-human or artificial organs and their implantation.

### **Urgent Care Services**

As described below you are covered for Urgent Care Services anywhere in the world. Urgent Care Services are defined as Services required as the result of a sudden illness or injury, which requires prompt attention, but is not of an emergent nature. Your Copayment or Coinsurance will be determined by the place of Service (i.e., at a Provider's office or at an after-hours urgent care center, as shown in the *Summary of Cost Shares* section.

#### **Inside our Service Area**

We will cover charges for Urgent Care Services received from Plan Providers and Plan Facilities within the Service Area. You will not incur any additional cost sharing for Urgent Care Services beyond that which is indicated in your *Summary of Cost Shares*.

If you require Urgent Care Services, please call your primary care Plan Provider as follows:

If your primary care Plan Physician is located at a Plan Medical Center, please contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

If your primary care Plan Physician is located in our network of Plan Providers, please call his or her office directly. You will find his or her telephone number on the front of your identification card.

#### **Outside our Service Area**

If you are injured or become ill while temporarily outside the Service Area, we will cover charges for Urgent Care Services as defined in this section. You will not incur any additional cost sharing for Urgent Care Services beyond that which is indicated in your *Summary of Cost Shares*. All follow-up care must be provided by a Plan Provider or Plan Facility.

#### **Bills for Urgent Care Services**

If you are balance billed by an urgent care center for Urgent Care Services that were provided to you, simply mail a copy of the bill to us with your medical record number written on it. Your medical record number can be found on the front of your Kaiser Permanente identification card. Please mail your proof to us within one (1) year at the following address:

Kaiser Permanente National Claims Administration - Mid-Atlantic States  
P.O. Box 371860  
Denver, CO 80237-9998

For more information on the payment or reimbursement of covered Services and how to file a claim, see *Section 5: Filing Claims, Appeals and Grievances*.

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If you obtain prior approval from Health Plan, covered benefits include the cost of necessary ambulance or other special transportation Services medically required to transport you to a Plan Hospital or Plan Medical Center in the Service Area, or in the nearest Kaiser Foundation Health Plan Region for continuing or follow-up treatment.

See the benefit-specific limitation(s) and exclusion(s) immediately below for additional information.

### **Benefit-Specific Limitation(s):**

We do not cover Services outside our Service Area for conditions that, before leaving the Service Area, you should have known might require Services while outside our Service Area, such as dialysis for end-stage renal disease, post-operative care following surgery, and treatment for continuing infections, unless we determine that you were temporarily outside our Service Area because of extreme personal emergency.

### **Benefit-Specific Exclusion(s):**

Urgent Care Services within our Service Area that were not provided by a Plan Provider or Plan Facility.

## **Vision Services**

### **Medical Treatment**

We will provide coverage for Medically Necessary treatment for diseases of or injuries to the eye. Such treatment shall be covered to the same extent as for other Medically Necessary treatments for illness or injury.

### **Vision Correction after Surgery or Accident**

We cover prescription glasses or contact lenses required as a result of surgery or for treatment of accidental injury. Includes cost of materials and fitting, exams, and replacement of eyeglasses or contact lenses if related to the surgery or injury. Eyeglass or contact lens purchase and fitting are covered under this benefit if:

1. Prescribed to replace the human lens lost due to surgery or injury;
2. "Pinhole" glasses are prescribed after surgery for a detached retina; or
3. Lenses are prescribed instead of surgery due to;
  - a. contact lenses used for treatment of infantile glaucoma;
  - b. corneal or sclera lenses prescribed in connection with keratoconus;
  - c. scleral lenses prescribed to retain moisture when normal tearing is not possible or inadequate; or
  - d. corneal or sclera lenses are required to reduce a corneal irregularity other than astigmatism.

In addition, we cover the following Services:

### **Eye Exams**

We cover routine and necessary eye exams for adults and children, including:

1. One (1) routine eye examination per Contract Year for children, including dilation if professionally indicated, at no charge;
2. Routine tests such as eye health and glaucoma tests; and
3. Refraction exams to determine the need for vision correction and to provide a prescription for corrective lenses.

Exams performed in an Ophthalmology Department will be subject to the Specialty Care Copayment, if different.

### **Eyeglass Lenses**

Children are provided one pair of standard eyeglass lenses per Contract Year from a select group of lenses

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at no charge. Also, coverage is included for bifocal, trifocal, and progressive eyeglass lenses.

### **Frames**

Children are provided one (1) pair of frames per contract year from a select group of frames at no charge.

### **Contact Lenses**

In lieu of eyeglass lenses and frames, children may receive regular contact lenses once per Calendar Year at no charge. Fitting fee and initial supply (based on standard packaging for type purchased) are included. Medically necessary contact lenses for children are limited to two (2) pair per eye per calendar year at no charge.

### **Low Vision Services**

Low vision services are provided for Members up until the end of the month that they turn age 19. Low vision services include: one comprehensive low vision evaluation every five (5) years, four (4) follow-up Visits in any 5-year period, and prescribed optical devices such as high-power spectacles, magnifiers and telescopes.

See the benefit-specific exclusion(s) immediately below for additional information.

### **Benefit-Specific Exclusion(s):**

1. Industrial and athletic safety frames.
2. Eyeglass lenses and contact lenses with no refractive value.
3. Sunglasses without corrective lenses unless Medically Necessary.
4. Any eye surgery solely for the purpose of correcting refractive defects of the eye, such as near-sightedness (myopia), far-sightedness (hyperopia), and astigmatism (i.e., radial keratotomy, photo-refractive keratectomy and similar procedures).
5. Eye exercises.
6. Non-corrective contact lenses;
7. Contact lens Services other than the initial fitting and purchase of contact lenses as provided in this section.
8. Replacement of lost, broken, or damaged lenses frames and contact lenses.
9. Plano lenses.
10. Lens adornment, such as engraving, faceting or jewellery.
11. Non-prescription products, such as eyeglass holders, eyeglass cases, and repair kits.
12. Orthoptic (eye training) therapy.

### **X-Ray, Laboratory and Special Procedures**

We cover the following Services only when prescribed as part of care covered in other parts of this **Benefits** section (i.e., diagnostic imaging and laboratory tests are covered for outpatient Services only to the extent the outpatient Services are covered under **Outpatient Care**):

1. Diagnostic EKGs, EEGs;
2. Echocardiograms;
3. Diagnostic imaging and interventional diagnostic tests;
4. Laboratory and pathology services or tests, including tests for specific genetic disorders for which genetic counseling is available;
5. Hearing and vision tests for medical condition or injury (not for screenings or preventive care)
6. Tests ordered before a surgery or admission;

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7. Special procedures, such as electrocardiograms and electroencephalograms;
8. Sleep testing; including sleep lab and sleep studies;
9. Specialty imaging: including CT, MRI, PET scans, CT/PET Fusion scans, scans to evaluate and stabilize a patient with an emergency medical condition and diagnostic Nuclear Medicine studies, and
10. Radiology including x-rays, mammograms, and ultrasounds.

We cover the following outpatient diagnostic imaging tools:

1. Magnetic resonance angiography (MRA);
2. Magnetic resonance imaging (MRI);
3. Magnetic resonance spectroscopy (MRS);
4. Computed tomographic angiography (CTA);
5. Positron emission tomography (PET) scans and PET Fusion scans;
6. Computed tomography (CT) scans and CT Fusion scans;
7. QCT Bone Densitometry;
8. Diagnostic CT Colongraphy;
9. Single photon emission computed tomography (SPECT) scans; and
10. Nuclear cardiology.

Coverage includes professional Services for test interpretation, x-ray reading, lab interpretation and scan reading.

**Note:** See *Preventive Health Care Services* for coverage of lab and radiology Services that are part of preventive care screenings.



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### **Exclusions**

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This provision provides information on what Services the Health Plan will not pay for regardless of whether or not the Service is Medically Necessary.

These exclusions apply to all Services that would otherwise be covered under this Agreement. Benefit-specific exclusions that apply only to a particular Service are noted in the *List of Benefits* in this section. When a Service is not covered, all Services, drugs or supplies related to the non-covered Service are excluded from coverage, except Services we would otherwise cover under this Agreement.

For example, if you have a non-covered cosmetic surgery, we would not cover Services you receive in preparation for the surgery or for follow-up care. If you later suffer a life-threatening complication, such as a serious infection, this exclusion would not apply and we would cover any Services that we would otherwise cover to treat that complication.

The following services are excluded from coverage:

#### **Alternative Medical Services**

Acupuncture Services and the Services of an acupuncturist, naturopath or massage therapist.

#### **Certain Exams and Services**

Physical examinations and other Services:

1. Required for obtaining or maintaining employment or participation in employee programs, or
2. Required for insurance, licensing, or disability determinations, or
3. On court-order or required for parole or probation.

#### **Cosmetic Services**

Cosmetic Services, including surgery or related Services and other Services for cosmetic purposes to improve appearance, but not to restore bodily function or correct deformity resulting from disease, trauma, or congenital or developmental anomalies. Examples of Cosmetic Services include but are not limited to cosmetic dermatology, cosmetic surgical services and cosmetic dental services.

#### **Custodial Care**

Custodial care means assistance with activities of daily living (for example: walking, getting in and out of bed, bathing, dressing, feeding, toileting, and taking medicine), or care that can be performed safely and effectively by people who, in order to provide the care, do not require medical licenses or certificates or the presence of a supervising licensed nurse.

#### **Dental Care**

Dental care and dental x-rays, including dental appliances, dental implants, orthodontia, shortening of the mandible or maxillae for cosmetic purposes, and correction of malocclusion, dental Services resulting from medical treatment such as surgery on the jawbone and radiation treatment, and any non-removable dental appliance involved in temporomandibular joint (TMJ) pain dysfunction syndrome.

This exclusion does not apply to Medically Necessary dental care covered under *Accidental Dental Injury Services*, *Cleft-Lip*, *Cleft-Palate* or *Ectodermal Dysplasia*, or *Oral Surgery* in *Section 3: Benefits, Exclusions and Limitations* or under Dental Plans.

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### **Disposable Supplies**

Disposable supplies for home use such as bandages, gauze, tape, antiseptics, ace-type bandages, and any other supplies, appliances, or devices, not specifically listed as covered in the **Benefits** section.

### **Durable Medical Equipment**

Except as covered under **Durable Medical Equipment** in Section 3, the following items and Services are excluded:

1. Comfort, convenience, or luxury equipment or features;
2. Exercise or hygiene equipment;
3. Non-medical items such as sauna baths or elevators;
4. Modifications to your home or car; and
5. Electronic monitors of the heart or lungs, except infant apnea monitors.

### **Employer or Government Responsibility**

Financial responsibility for Services that an employer or government agency is required by law to provide.

### **Experimental or Investigational Services**

Except as covered under **Clinical Trials** section of the **Benefits** section, a Service is experimental or investigational for your condition if any of the following statements apply to it as of the time the Service is or will be provided to you:

1. It cannot not be legally marketed in the United States without the approval of the United States Food & Drug Administration (FDA) and such approval has not been granted; or
2. It is the subject of a current new drug or new device application on file with the FDA and FDA approval has not been granted; or
3. It is subject to the approval or review of an Institutional Review Board (IRB) of the treating Facility that approves or reviews research concerning the safety, toxicity, or efficacy of services; or
4. It is the subject of a written protocol used by the treating Facility for research, or other tests or studies to evaluate its safety, effectiveness, toxicity or efficacy, as evidenced in the protocol itself or in the written consent form used by the Facility.

In making determinations whether a Service is experimental or investigational, the following sources of information will be relied upon exclusively:

1. Your medical records,
2. The written protocols or other documents pursuant to which the Service has been or will be provided,
3. Any consent documents you or your representative has executed or will be asked to execute, to receive the Service,
4. The files and records of the IRB or similar body that approves or reviews research at the institution where the Service has been or will be provided, and other information concerning the authority or actions of the IRB or similar body,
5. The published authoritative medical or scientific literature regarding the service, as applied to your illness or injury, and
6. Regulations, records, applications, and any other documents or actions issued by, filed with, or taken by, the FDA, the Office of Technology Assessment, or other agencies within the United

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States Department of Health and Human Services, or any state agency performing similar functions.

Health Plan consults Medical Group and then uses the criteria described above to decide if a particular Service is experimental or investigational.

#### **Family Members**

Services prescribed, ordered, referred by or given by a member of your immediate family, including your Spouse or Domestic Partner, child, brother, sister, parent, in-law, or self.

#### **Health Club Memberships and Fitness Services**

Health club memberships, workout equipment, charges from a physical fitness or personal trainer, or any other charges for activities, equipment, or facilities used for physical fitness, even when ordered by a Plan Provider. This exclusion also applies to health spas.

#### **Orthotic Devices**

Services and supplies for orthotic devices, except as specifically covered under the *Benefits* section of this EOC.

#### **Other Non-Covered Services**

1. Inpatient stays for environmental changes.
2. Educational therapy.
3. Coma stimulation therapy.
4. Services, surgeries and drugs to treat sexual deviation and dysfunction.
5. Treatment of social maladjustment without signs of a psychiatric disorder.
6. Remedial or special education services.

#### **Routine Foot Care Services**

Except when Medically Necessary, the following foot care Services (palliative or cosmetic) are excluded:

1. Flat foot conditions;
2. Support devices and arch supports;
3. Foot inserts;
4. Orthopedic and corrective shoes not part of a leg brace and fitting;
5. Castings and other services related to devices of the feet;
6. Foot orthotics;
7. Subluxations of the foot;
8. Corns, calluses and care of toenails;
9. Bunions except for capsular or bone surgery;
10. Fallen arches;
11. Weak feet; and
12. Chronic foot strain or symptomatic complaints of the feet.

#### **Travel and Lodging Expenses**

Travel and lodging expenses, except that in some situations, if a Plan Physician refers you to a non- Plan Provider outside our Service Area as described under *Getting a Referral* in **Section 2: How to Get the Care You Need**, we may pay certain expenses that we pre-authorize in accord with our travel and lodging guidelines. Travel and Lodging Expenses are allowed for the transportation benefit related to transplant surgery.

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### **Vein Treatment**

Treatment of varicose veins or telangiectatic dermal veins, also known as spider veins, by any method including sclerotherapy or other surgeries for cosmetic purposes.

### **Workers' Compensation or Employer's Liability**

Financial responsibility for Services for any illness, injury, or condition, to the extent a payment or any other benefit, including any amount received as a settlement (collectively referred to as "financial benefit"), is provided under any workers' compensation or employer's liability law. We will provide Services even if it is unclear whether you are entitled to a financial benefit; but we may recover the value of any covered Services from the following sources:

- a. Any source providing a financial benefit or from whom a financial benefit is due; or
- b. You, to the extent that a financial benefit is provided or payable or would have been required to be provided or payable if you had diligently sought to establish your rights to the financial benefit under any workers' compensation or employers' liability law.

### **Limitations**

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We will make our best efforts to provide or arrange for your health care Services in the event of unusual circumstances that delay or render impractical the provision of Services under this Agreement, for reasons such as:

1. A major disaster;
2. An epidemic;
3. War;
4. Riot;
5. Civil insurrection;
6. Disability of a large share of personnel of a Plan Hospital or Plan Medical Center; and/or
7. Complete or partial destruction of facilities.

In the event that we are unable to provide the Services covered under this Agreement, the Health Plan, Kaiser Foundation Hospitals, Medical Group and Kaiser Permanente's Medical Group Plan Physicians shall only be liable for reimbursement of the expenses necessarily incurred by a Member in procuring the Services through other providers, to the extent prescribed by the Commissioner of Insurance.

For personal reasons, some Members may refuse to accept Services recommended by their Plan Physician for a particular condition. If you refuse to accept Services recommended by your Plan Physician, he or she will advise you if there is no other professionally acceptable alternative. You may get a second opinion from another Plan Physician, as described under ***Getting a Second Opinion*** in ***Section 2: How to Get the Care You Need***. If you still refuse to accept the recommended Services, the Health Plan and Plan Providers have no further responsibility to provide or cover any alternative treatment you may request for that condition.

# **Kaiser Permanente Your Small Group Agreement and Evidence of Coverage**

## **SECTION 4: Coordination of Benefits**

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### **Medicare**

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If you are enrolled in Medicare, Medicare law may apply with respect to Services covered by Medicare.

### **Worker's Compensation Claims**

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If you have an active worker's compensation claim for injuries sustained while conducting the duties of your occupation, you must send written notice of the claim to us within thirty (30) days at the following address:

Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc.  
Attention: Patient Financial Services  
2101 East Jefferson Street, 4 East  
Rockville, Maryland 20852

When notifying us, please include the worker's compensation insurance company or third-party administrator (TPA) name, policy and claim numbers, business address and telephone number and, if known, the name of the handler of the claim.

If you are represented by an attorney in relation to the worker's compensation loss for which you have brought legal action against your employer, please ensure that provide your attorney's name and contact information, including their business address and telephone number. If you change attorneys during the legal process, you are required to inform the Health Plan of your change in representation.

### **Medicare and TRICARE Benefits**

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The value of your benefits is coordinated with any benefits to which you are entitled under Medicare, except for Members whose Medicare benefits are secondary by law.

TRICARE benefits are secondary benefits by law.

### **Coordination of Benefits**

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#### **Coordination of Benefits Overview**

Coordination of benefits applies when a Member has health care coverage under more than one (1) health benefit plan. If you or your eligible dependent has coverage under more than one (1) health benefit plan, then you are responsible to inform the Health Plan that the additional coverage exists. When you have other coverage with another health plan or insurance company, we will coordinate benefits with the other coverage.

The Health Plan may need information from you to coordinate your benefits. Any information that we request to help us coordinate your benefits must be provided to us upon request.

#### **Right to Obtain and Release Needed Information**

When information is needed to apply these coordination of benefits rules, the Health Plan will decide the information it needs, and may get that information from, or give it to, any other organization or person. The Health Plan does not need to tell nor obtain consent from any person to do this.

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### **Primary and Secondary Plan Determination**

The health benefit plan that pays first, which is known as the primary plan, is determined by using National Association of Insurance Commissioners Order of Benefits Guidelines. The primary plan provides benefits as it would in the absence of any other coverage.

The plan that pays benefits second, which is known as the secondary plan, coordinates its benefits with the primary plan, and pays the difference between what the primary plan paid, or the value of any benefit or Service provided, but not more than 100 percent of the total Allowable Expenses, and not to exceed the maximum liability of the secondary plan. The secondary plan is never liable for more expenses than it would cover if it had been primary.

### **Coordination of Benefits Rules**

To coordinate your benefits, the Health Plan has rules. The following rules for the Health Plan are modeled after the rules recommended by the National Association of Insurance Commissioners. You will find the rules under *Order of Benefit Determination Rules* in this section.

The *Order of Benefit Determination Rules* will be used to determine which plan is the primary plan. Any other plans will be secondary plan(s). If the Health Plan is the:

1. Primary Plan, it will provide or pay its benefits without considering the other plan(s) benefits.
2. A secondary Plan, the benefits or services provided under this Agreement will be coordinated with the primary plan so the total of benefits paid, or the reasonable cash value of the services provided, between the primary plan and the secondary plan(s) do not exceed 100 percent of the total Allowable Expense.

**Members with a High Deductible Health Plan with a Health Savings Account option:** If you have other health care coverage in addition to a High Deductible Health Plan with a Health Savings Account option (as described in *Section 1: Introduction to Your Kaiser Permanente Health Plan* under the *Health Savings Account-Qualified Plans* provision), then you may not be eligible to establish or contribute to a Health Savings Account Kaiser Permanente does not provide tax advice. Ask your financial or tax advisor about your eligibility.

### **Assistance with Questions about the Coordination of Your Benefits**

If you have any questions about coordination of your benefits, please contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

### **Order of Benefit Determination Rules**

The following rules determine the order in which benefits are paid by primary and secondary health benefit plans.

1. If another plan does not have a Coordination of Benefits provision, that plan is the primary plan.
2. If another plan has a Coordination of Benefits provision, the first of the following rules that apply will determine which plan is the primary plan:

### **Rules for a Subscriber and Dependents**

1. Subject to #2 (immediately below), a plan that covers a person as a Subscriber is primary to a plan that covers the person as a dependent.
2. If the person is a Medicare beneficiary, and, as a result of the provisions of Title XVIII of the Social Security Act and implementing regulations, Medicare is:

## **Kaiser Permanente**

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- a. Secondary to the plan covering the person as a dependent; and
- b. Primary to the plan covering the person as other than a dependent:
  - i. Then the order of benefits is reversed so that the plan covering the person as an employee, member, subscriber, policyholder or retiree is the secondary plan and the other plan covering the person as a dependent is the primary plan.

#### **Rules for a Dependent Child/Parent**

1. **Dependent child with Parents who are not separated or divorced:** When the Health Plan and another plan cover the same child as a Dependent of different persons, called “Parents,” then the plan of the Parent whose birthday falls earlier in the year is primary to the plan of the Parent whose birthday falls later in the year. If both Parents have the same birthday, the plan that covered a Parent longer is primary. If the aforementioned parental birthday rules do not apply to the rules provided in the other plan, then the rules in the other plan will be used to determine the order of benefits.
2. **Dependent child with separated or divorced Parents:** If two (2) or more plans cover a person as a dependent child, and that child’s Parents are divorced, separated or are not living together, whether or not they have ever been married the following rules apply. If a court decree states that:
  - a. One (1) of the Parents is responsible for the dependent child’s health care expenses or health care coverage and the plan of that Parent has actual knowledge of those terms, that plan is primary. If the Parent with responsibility has no health care coverage for the dependent child’s health care expenses, but that Parent’s Spouse or Domestic Partner does, that Parent’s Spouse’s or Domestic Partner’s plan is the primary plan. This item shall not apply with respect to any plan year during which benefits are paid or provided before the entity has actual knowledge of the court decree provision; or
  - b. Both Parents are responsible for the dependent child’s health care expenses or health care coverage, the provisions of Subparagraph #1 of this provision: ***Dependent Child with Parents Who Are Not Separated or Divorced***, shall determine the order of benefits; or
  - c. If a court decree states that the Parents have joint custody without specifying that one Parent has responsibility for the health care expenses or health care coverage of the dependent child, the provisions of Subparagraph #1 of this provision: ***Dependent Child with Parents Who Are Not Separated or Divorced***, shall determine the order of benefits; or
  - i. If there is no court decree allocating responsibility for the child’s health care expenses or health care coverage, the order of benefits for the child are as follows:
    - a) The plan covering the custodial Parent;
    - b) The plan covering the custodial Parent’s Spouse or Domestic Partner;
    - c) The plan covering the non-custodial Parent; and then
    - d) The plan covering the non-custodial Parent’s Spouse or Domestic Partner.

#### **Dependent Child Covered Under the Plans of Non-Parent(s)**

1. For a dependent child covered under more than one (1) plan of individuals who are not the Parents of the child, the order of benefits shall be determined, as applicable, under the dependent child provisions above, as if those individuals were Parents of the child.

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### **Dependent Child Who Has Their Own Coverage**

1. For a dependent child who has coverage under either or both Parents' plans and also has his or her own coverage as a dependent under a Spouse's or Domestic Partner's plan, the rule in this provision for ***Longer or Shorter Length of Coverage*** applies.
2. In the event the dependent child's coverage under the Spouse's or Domestic Partner's plan began on the same date as the dependent child's coverage under either or both Parents' plans, the order of benefits shall be determined by applying the birthday rule in this provision under the ***Dependent Child with Parents Who Are Not Separated or Divorced***.

### **Active/Inactive Employee Coverage**

1. A plan that covers a person as an employee who is neither laid off nor retired (or that employee's dependent) is primary to a plan that covers that person as a laid off or retired employee (or a laid off or retired employee's dependent).

### **COBRA or State Continuation Coverage**

1. If a person whose coverage is provided pursuant to COBRA or under a right of continuation pursuant to state or other federal law is covered under another plan, the plan covering the person as an employee, member, subscriber or retiree, or that covers the person as a dependent of an employee, member, subscriber or retiree, is the primary plan and the Plan covering that same person pursuant to COBRA or under a right of continuation pursuant to state or other federal law is the secondary plan.
2. If the other plan does not have this rule, and if, as a result, the plans do not agree on the order of benefits, this rule is ignored.

### **Longer/Shorter Length of Coverage**

1. If none of the above rules determines the order of benefits, then the plan that has covered a Subscriber longer time is primary to the plan that has covered the Subscriber for a shorter time.

### **Effect of Coordination of Benefits on the Benefits of this Plan**

When the Health Plan is the primary Plan, coordination of benefits has no effect on the benefits or services provided under this Agreement. When the Health Plan is a secondary Plan to one or more other plans, its benefits may be coordinated with the primary plan carrier using the guidelines below. This ***Coordination of Benefits*** provision shall in no way restrict or impede the rendering of services provided by the Health Plan. At the request of the Member or Parent/Guardian, when applicable, the Health Plan will provide or arrange for covered services and then seek coordination with a primary plan.

### **Coordination with the Health Plan's Benefits**

The Health Plan may coordinate benefits payable or recover the reasonable cash value of Services it has provided, when the sum of the benefits that would be payable for:

1. Or the reasonable cash value of, the Services provided as Allowable Expenses by the Health Plan in the absence of this ***Coordination of Benefits*** provision; and
2. Allowable Expenses under one (1) or more of the other primary plans covering the Member, in the absence of provisions with a purpose like that of this ***Coordination of Benefits*** provision, whether or not a claim thereon is made; exceeds Allowable Expenses in a Claim Determination Period.



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In that case, the Health Plan benefits will be coordinated, or the reasonable cash value of any services provided by the Health Plan may be recovered from the primary plan, so that the Health Plan benefits and the benefits payable under the other Plans do not total more than the Allowable Expenses.

### **Facility of Payment**

If a payment is made or Service provided under another Plan, and it includes an amount that should have been paid for or provided by us, then we may pay that amount to the organization that made that payment.

The amount paid will be treated as if it was a benefit paid by the Health Plan.

### **Right of Recovery of Payments Made Under Coordination of Benefits**

If the amount of payment by the Health Plan is more than it should have been under this *Coordination of Benefits* provision, or if we provided services that should have been paid by the primary plan, then we may recover the excess or the reasonable cash value of the services, as applicable, from the person who received payment or for whom payment was made, or from an insurance company or other organization.

### **Military Service**

For any Services for conditions arising from military service that the law requires the Department of Veterans Affairs to provide, we will not pay the Department of Veterans Affairs, and when we cover any such Services we may recover the value of the Services from the Department of Veterans Affairs.

**Members with a High Deductible Health Plan with a Health Savings Account option who receive health benefits from the Department of Veterans Affairs:** If a Member has actually received health benefits from the Department of Veterans Affairs within the past three (3) months, they will not be eligible to establish or contribute to a Health Savings Account, even when they are enrolled in a High Deductible Health Plan. Kaiser Permanente does not provide tax advice. Ask your financial or tax advisor about your eligibility.

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## **Your Small Group Agreement and Evidence of Coverage**

### **SECTION 5: Filing Claims, Appeals and Grievances**

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#### **Getting Assistance**

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Member Services representatives are available to assist you at most of our Plan Medical Centers and by phone Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY). Member Services representatives will answer any questions you have about your benefits, available services, and the facilities where you can receive care. For example, they can explain your Health Plan benefits, how to make your first medical appointment, what to do if you move, what to do if you need care while you are traveling, and how to replace an ID card. These representatives can also help you file a claim for Emergency Services and Urgent Care Services outside our Service Area (see *Post-Service Claims*) or to initiate an appeal for any unresolved problem.

We want you to be satisfied with your health care. Please discuss any problems with your primary care plan provider or other health care professionals treating you. If you are not satisfied with your Primary Care Plan Provider, you can request a different Plan Provider by visiting our website [www.kp.org](http://www.kp.org) or contacting Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

#### **Who to Contact**

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If you have questions about how to file a claim, Appeal or Grievance with the Health Plan, please contact Member Relations Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

To contact us in writing, mail or fax your correspondence to:

Kaiser Permanente  
Attention: Member Relations  
Nine Piedmont Center  
3495 Piedmont Rd NE  
Atlanta, GA 30305  
1-404-949-5001(FAX)

When you must file a claim (request for payment or reimbursement) for services inside or outside of the Plan's service area, please submit paper claims to the following address:

Kaiser Permanente  
National Claims Administration - Mid-Atlantic States  
Attention: Claims Department  
P.O. Box 371860  
Denver, CO 80237-9998

You may also file a claim by visiting [www.kp.org](http://www.kp.org) and completing an electronic form and uploading supporting documentation or by mailing a paper form that can be obtained by either visiting [www.kp.org](http://www.kp.org) or by calling the Member Services Department at the number listed below.

If you are unable to access the electronic form or obtain the paper form, you may also file your claim by mailing the minimum amount of information we need to process claim:

- Member Name;
- Medical Record Number (MRN);

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- The date the Member received the Services;
- Where the Member received the Services;
- Who provided the Services;
- Reason you believe we should pay for the Services; and
- A copy of the bill, the Member's medical record(s) for the Services, and the receipt, if you paid for the Services.

### Definitions

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**Adverse Decision:** Any Health Plan determination or decision that:

1. A Service is not a covered benefit, or if it is a covered benefit, that such Service does not meet Health Plan's requirements for medical necessity, appropriateness, health care setting, level of care, or effectiveness and therefore payment is not provided or made by Health Plan, in whole or in part, for the Service, thereby making the Member responsible for payment of such Service, in whole or in part; or
2. Cancels or terminates a Member's membership retroactively for a reason other than a failure to pay premiums or contributions toward the cost of coverage.

**Appeal:** A protest filed in writing by a Member or his or her Authorized Representative with the Health Plan under its internal Appeal process regarding a Coverage Decision concerning a Member. An Appeal does not include a verbal request for reconsideration of a benefit and/or eligibility determination.

**Appeal Decision:** A final determination by the Health Plan that arises from an Appeal filed with the Health Plan under its internal Appeal process regarding a Coverage Decision concerning a Member.

**Appellant:** An appellant is a person eligible to file an Independent External Appeal. The Member or the following persons may be considered an Appellant:

1. An Authorized Representative; or
2. The member's Spouse or Domestic Partner, parent, committee, legal guardian or other individual authorized by law to act on the Member's behalf if the Member is not a minor but is incompetent or incapacitated.

**Authorized Representative:** An individual appointed by the Member in writing or otherwise authorized by state law to act on the Member's behalf to file claims and to submit Appeals. Authorized Representative shall also include a Health Care Provider acting on behalf of a Member with the Member's express written consent, or without the Member's express consent in an Emergency situation. With respect to claims and appeals, the term "Member" shall include an Authorized Representative.

**Complaint:** A Complaint is an inquiry to the Member Services Department about Services, Member rights or other issues; or the communication of dissatisfaction about the quality of service or other issue which is not an Adverse Decision. Complaints do not involve utilization review decisions.

**Concurrent Care Claim:** A request that Health Plan continue to approve an ongoing course of covered treatment to be provided over a period of time or number of treatments, when either the course of treatment prescribed will:

1. Expire; or
2. Be shortened.

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**Expedited (Urgent Care) Appeal:** An appeal that must be reviewed under an expedited process because the application of non-expedited appeal time frames could seriously jeopardize a Member's life or health or the Member's ability to regain maximum function. In determining whether an appeal involves Urgent Care, Health Plan must apply the judgment of a prudent layperson that possesses an average knowledge of health and medicine. An Expedited Appeal is also an appeal involving:

1. Care that the treating physician deems urgent in nature;
2. The treating physician determines that a delay in the care would subject the Member to severe pain that could not adequately be managed without the care or treatment that is being requested; or
3. When Health Plan covers prescription drugs and the requested service is a prescription for the alleviation of cancer pain, the Member is a cancer patient and the delay would subject the Member to pain that could not adequately be managed without the care or treatment that is being requested.

Such appeal may be made by telephone, facsimile or other available similarly expeditious method.

**Explanation of Benefits (EOB):** Any form provided by an insurer, health services plan or health maintenance organization which explains the amounts covered under a policy or Plan or shows the amounts payable by a Member to a health care provider.

**Independent External Review:** If the Member receives an Adverse Decision of an appeal, the Member or the Member's Authorized Representative, which may include the Treating Provider, may appeal the Adverse Decision to the Bureau of Insurance for an Independent External Review.

**Proof of Loss:** All necessary documentation reasonably required by the Health Plan to make a determination of benefit or coverage.

**Pre-Service Claim:** A request that Health Plan provide or pay for a Service that you have not yet received.

**Post-Service Claim:** A request for payment for Services you have already received, including but not limited to, claims for Out-of-Plan emergency services.

**Urgent Medical Condition:** As used in this Section 5, a medical condition for which care has not been rendered and which:

1. Could seriously jeopardize your life, health or ability to regain maximum function; or
2. Would, in the opinion of a physician with knowledge of your medical condition, subject the Member to severe pain that cannot be adequately managed without the Services which are the subject of the claim.

### **Procedure for Filing a Claim and Initial Claim Decisions**

When receiving services outside of a Plan Medical Center, you will receive an Explanation of Benefits (EOB) within twenty-one (21) days of Proof of Loss. The EOB will describe the Services provided, whether the claim was paid or denied, the amount paid by Health Plan, your Cost Share, and the amounts accumulated toward meeting your Deductible (if applicable) and Out-of-Pocket Maximum.

Proof of Loss means all necessary documentation reasonably required by the Health Plan to make a determination of benefit coverage.

For Services furnished by Kaiser Permanente staff clinicians within a Plan Medical Center, EOBs will not be issued unless the Services provided are subject to a Deductible and/or Coinsurance.

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The Health Plan will review claims that you file for Services or payment, and we may use medical experts to help us review claims and appeals. You may file a claim or an appeal on your own behalf or through an Authorized Representative. As used with respect to Pre-Service, Concurrent Care, or Post-Service Claims and Appeals related thereto, the term “Member” or “you” shall include an Authorized Representative, as defined above.

The Health Plan will also process a request for a standard review of a decision that a drug is not covered by the Plan for you or your Authorized Representative or the prescribing physician (or other prescriber). The initial response of the Health Plan may be to request additional information from the prescribing provider in order to make a determination. The Health Plan will make its utilization review decision no later than two (2) business days following receipt of all the information necessary to complete the review.

The Health Plan will provide coverage of the drug for the duration of the prescription, including refills if the Health Plan grants a standard exception.

If you miss a deadline for filing a claim or Appeal, we may decline to review it. If your health benefits are provided through an ERISA covered employer group, you can file a demand for arbitration or civil action under ERISA §502(a)(1)(B), but you must meet any deadlines and exhaust the claims and Appeals procedures as described in this section before you can do so. If you are not sure if your group is an ERISA group, you should contact your employer.

We do not charge you for filing claims or appeals, but you must bear the cost of anyone you hire to represent or help you. You may also contact the Office of the Managed Care Ombudsman, for which contact information is contained within this section, to obtain assistance.

### **Pre-Service Claims**

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Pre-Service Claims are requests that Health Plan provide or pay for a Service that you have not yet received. Our clinical peer will decide if your claim involves an Urgent Medical Condition or not. If you receive any of the Services you are requesting before we make our decision, your claim or appeal will become a Post-Service Claim with respect to those Services. If you have any questions about Pre-Service Claims, please contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

#### **Procedure for Filing a Non-Urgent Pre-Service Claim**

1. Tell Member Services that you want to make a claim for the Health Plan to provide or pay for a Service you have not yet received. Your written or oral request and any related documents you give us constitutes your claim. If you have any questions about Pre-Service Claims, please contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).
2. We will review your claim, and if we have all the information we need, we will communicate our decision within two (2) working days after we receive your claim. If we cannot make a determination because we do not have all the information we need, we will ask you for more information within fifteen (15) days of receipt of your claim. We encourage you to send all the requested information at one time, so that we will be able to consider all of it when we make our decision. If we do not receive any of the requested information (including documents) within forty-five (45) days, we will then make a decision within fifteen (15) days of the due date or the receipt date, whichever is earlier, based on the information we have.

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3. We will make a good faith attempt to obtain information from the Treating Provider before we make any Adverse Decision. At any time before we make our decision, the provider shall be entitled to review the issue of medical necessity with a physician advisor or peer of the Treating Provider. A physician reviewer will review the issue of medical necessity with the provider prior to making any Adverse Decision relating to cancer pain medication.
4. If we make an Adverse Decision regarding your claim, we will notify the Treating Provider:
  - a. In writing within two (2) working days of the decision; or
  - b. Orally by telephone within twenty-four (24) hours of the decision if the claim is for cancer pain medication.

**Note:** The notice will include instructions for the provider on behalf of the Member to seek a reconsideration of the Adverse Decision, including the name, address and telephone number of the person responsible for making the Adverse Decision.

5. If we deny your claim or if we do not agree to provide or pay for all the Services you requested, we will tell you in writing why we denied your claim, and how you can appeal.

#### **Expedited Procedure for an Urgent Medical Condition**

1. If you or your Treating Provider feels that you have an Urgent Medical Condition, you may request an expedited review of your Pre-Service Claim.
2. If our clinical peer determines your claim does not involve an Urgent Medical Condition, we may treat your claim as a non-urgent Pre-Service Claim.
3. We will review your claim, and if we have all the information we need we will notify you of our decision as soon as possible taking into account your medical condition(s) but no later than twenty-four (24) hours after receiving your claim. We will send a written or electronic confirmation within three (3) days after making our decision. If we cannot make a decision because we do not have all the information we need, we will ask you for more information within twenty-four (24) hours of receipt of your claim. You will have forty-eight (48) hours from the time of notification by us to provide the missing information. We will make a decision forty-eight (48) hours after the earlier of:
  - a. Our receipt of the requested information; or
  - b. The end of the forty-eight (48)-hour period we have given you to provide the specified additional information.
4. If we deny your claim or if we do not agree to provide or pay for all the Services you requested, we will tell you in writing why we denied your claim, and how you can appeal.
5. When you or your Authorized Representative sends an appeal, you or your Authorized Representative may also request simultaneous external review of our initial Adverse Decision. If you or your Authorized Representative wants simultaneous external review, your or your Authorized Representative's appeal must tell us this. You will be eligible for the simultaneous external review only if your pre-service appeal qualifies as urgent. If you do not request simultaneous external review in your appeal, then you or your Authorized Representative may be able to request external review after we make our decision regarding the appeal. See ***Bureau of Insurance Independent External Appeals*** in this section for additional information about filing an external Appeal.

# Kaiser Permanente

## Your Small Group Agreement and Evidence of Coverage

### Concurrent Care Claims

Concurrent Care Claims are requests that the Health Plan continue to approve an ongoing course of covered treatment to be provided over a period of time or number of treatments, when the course of treatment prescribed will either:

1. Expire; or
2. Be shortened.

Determinations regarding a Concurrent Care Claim request will be made, and notice provided to the Member's provider, by telephone and in writing, within one (1) business day of receipt of all information necessary to make a decision, but no later than fifteen (15) calendar days of receipt of the request.

1. If care is authorized, the notice will identify the number of approved services, the new total of approved services, the date of onset of services and the date of the next scheduled concurrent review of the case.
2. If we reduce or terminate coverage for an ongoing course of treatment that we already approved, we will notify the Member sufficiently in advance of the reduction or termination to allow the member to Appeal the decision as described below.

### Concurrent Care Claims for an Urgent Medical Condition

If your Concurrent Care Claim involves an Urgent Medical Condition, and the claim is submitted within twenty-four (24) hours before the end of the initially approved period, we will decide the claim within twenty-four (24) hours of receipt.

If you filed a request for additional services at least twenty-four (24) hours before the end of an approved course of treatment, you may continue to receive those services during the time your claim is under consideration. If your claim is denied, you will be financially responsible for the entire cost of those services. Otherwise, if your request for additional services was not timely filed, the Health Plan will decide your request for review within a reasonable period of time appropriate to the circumstances but in no event later than thirty (30) calendar days from the date on which your claim was received.

1. If our clinical peer determines your claim does not involve an Urgent Medical Condition, we may treat your claim as a non-urgent Concurrent Care Claim.
2. We will notify you of our decision orally or in writing within twenty-four (24) hours after we receive your claim. If we notify you orally, we will send you a written decision within three (3) days after that.
3. If we deny your claim or if we do not agree to continue approval of all the Services you requested, we will tell you in writing why we denied your claim and how you can Appeal.
4. When you or your Authorized Representative sends the Appeal, you or your Authorized Representative may also request simultaneous external review of our Adverse Decision. If you want simultaneous external review, you or your Authorized Representative's Appeal must tell us this. You or your Authorized Representative will be eligible for the simultaneous external review only if your concurrent care claim qualifies as urgent. If you or your Authorized Representative do not request simultaneous external review in the Appeal, then you or your Authorized Representative may be able to request external review after we make our decision regarding the Appeal. See *Bureau of Insurance Independent External Appeals* in this section for additional information about filing an external Appeal.

# **Kaiser Permanente**

## **Your Small Group Agreement and Evidence of Coverage**

### **Post-Service Claims**

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Post-service Claims are requests for payment for Services you already received, including claims for Emergency Services and Urgent Care Services rendered outside our Service Area. If you have any questions about Post-Service Claims or Appeals, please call the Member Services contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

#### **Procedure for Filing a Post-Service Claim**

Claims for Emergency Services or Urgent Care Services rendered outside our Service Area or other Services received from non-Plan Providers must be filed on forms provided by Health Plan; such forms may be obtained on our website, [www.kp.org](http://www.kp.org) or by contacting Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

1. You must send the completed claim form to us at the address listed on the claim form within one-hundred eighty (180) days, or as soon as reasonably possible after the Services are rendered. You should attach itemized bills along with receipts if you have paid the bills. Incomplete claim forms will be returned to you. This will delay any payments that may be owed to you. Also, you must complete and submit to us any documents that we may reasonably need for processing your claim or obtaining payment from insurance companies or other payors.
2. We will review your claim, and if we have all the information we need we will send you a written decision within thirty (30) days after we receive your claim. If we tell you we need more time because of circumstances beyond our control, we may take an additional fifteen (15) days to send you our written decision. If we tell you we need more time and ask you for more information, you will have forty-five (45) days to provide the requested information. We encourage you to send all the requested information at one time, so that we will be able to consider all of it when we make our decision. If we do not receive any of the requested information (including documents) within forty-five (45) days, we will make a decision based on the information we have. We will issue our decision within fifteen (15) days of the deadline for receiving the information.
3. If we deny your claim or if we do not pay for all the Services you requested, our written decision will tell you why we denied your claim and how you can Appeal.

#### **Reconsideration of an Adverse Decision**

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Reconsideration of an Adverse Decision is available only to the treating health care provider, to request the review of an Adverse Decision by the Health Plan, on behalf of a Member. A request for reconsideration is optional. The Treating Provider may choose to skip this step, and you or your Authorized Representative may file an Appeal, as described below. If the provider does request reconsideration, the Member still has a right to Appeal.

The Health Plan will render its decision regarding the reconsideration request and provide the decision to the Treating Provider and the Member, in writing, within ten (10) working days of the date of receipt of the request. If we deny the claim, the notice will include the criteria used and the clinical reason for the Adverse Decision, the alternate length of treatment of any alternate treatment recommended, and the Member's right to appeal the decision as described below.



# **Kaiser Permanente Your Small Group Agreement and Evidence of Coverage**

## **Appeals of Claim Decisions**

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The Appeal Procedures are designed by Health Plan to assure that Member concerns are fairly and properly heard and resolved. By following the steps outlined below, Member concerns can be quickly and responsively addressed.

### **Standard Appeal**

This procedure applies to decisions regarding non-urgent Pre-Service Claims and Concurrent Claims as well as for Post-Service Claims. Please note that the timeframe for our response differs for Post-Service Claims (it is longer).

You or your Authorized Representative may initiate a standard Appeal by submitting a written request, including all supporting documentation that relates to the Appeal to:

Kaiser Permanente  
Attention: Appeals Coordinator  
Nine Piedmont Center  
3495 Piedmont Rd NE  
Atlanta, GA 30305  
1-404-949-5001(FAX)

You or your Authorized Representative may request a standard Appeal by contacting the Member Services Department. In addition, you or your Authorized Representative, as applicable, may review the Health Plan's Appeal file and provide evidence and testimony to support the Appeal request.

Wherever the term "Member" or "you" or "your" is used in this section, it shall include the Member's Authorized Representative.

The Appeal must be filed in writing within one-hundred eighty (180) days from the date of receipt of the original denial notice. If the Appeal is filed after the one-hundred eighty (180) days, the Health Plan will send a letter denying any further review due to lack of timely filing.

If within five (5) working days after a Member files an Appeal, the Health Plan does not have sufficient information to initiate its internal Appeal process, the Health Plan shall:

1. Notify the Member that it cannot proceed with reviewing the Appeal unless additional information is provided; and
2. Assist in gathering the necessary information without further delay.

Standard Appeals will either be acknowledged within five (5) working days of the filing date of the written Appeal request. An acknowledgement letter will be sent as described immediately below.

### **Appeal of a Non-Urgent Pre-Service or Non-Urgent Concurrent Care Claim**

If the Appeal is for a Service that the Member is requesting, the acknowledgment letter will:

1. Request additional information, if necessary;
2. Inform the Member when there will be a decision on their Appeal; and
3. State that written notice of the Appeal decision will be sent within thirty (30) days of the date the Appeal was received.

### **Appeal of a Post-Service Claim**

If the Appeal is asking for payment for completed services, an acknowledgment letter is sent:

1. Requesting additional information, if necessary;

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2. Informing the Member when a decision will be made;
3. That the Member will be notified of the decision within sixty (60) days of the date the Appeal was received.

If there will be a delay in concluding the Appeal process in the designated time, the Member will be sent a letter requesting an extension of time during the original time frame for a decision. If the Member does not agree to this extension, the Appeal will move forward to be completed by end of the original time frame. Any agreement to extend the Appeal decision shall be documented in writing.

If the Appeal is approved, a letter will be sent to the Member stating the approval. If the Appeal is by an Authorized Representative, the letter will be sent to both the Member and the Authorized Representative.

In addition, you or your Authorized Representative, as applicable, may review (without charge) the information upon which the Health Plan made its decision. You or your Authorized Representative may also send additional information, including comments, documents, or additional medical records supporting the claim, to:

Kaiser Permanente  
Attention: Appeals Coordinator  
Nine Piedmont Center  
3495 Piedmont Rd NE  
Atlanta, GA 30305  
1-404-949-5001(FAX)

If the Health Plan asked for additional information before and you did not provide it, you may still submit the additional information with your appeal. In addition, you may also provide testimony by writing or by telephone. Written testimony may be sent along with your appeal to the address above. To arrange to give testimony by telephone, you may contact the Appeals and Complaints Resolution Department. The Health Plan will add all additional information to your claim file and review all new information without regard to whether this information was submitted or considered in the initial decision.

Prior to the Health Plan rendering its final decision, it must provide you, without charge, any new or additional evidence considered, relied upon, or generated (or at the direction of) by the Health Plan in connection with your informal Appeal.

If during the Health Plan's review of your standard Appeal, it determines that an Adverse Decision can be made based on a new or additional rationale, the Health Plan must provide you with this new information prior to issuing its final Adverse Decision. The additional information must be provided to you as soon as possible and sufficiently before the deadline to give you a reasonable opportunity to respond to the new information.

If the review results in a denial, Health Plan will notify you or your Authorized Representative. The notification shall include:

1. The specific factual basis for the decision in clear understandable language;
2. References to any specific criteria or standards on including interpretive guidelines, on which the Appeal Decision was based (including reference to the specific plan provisions on which determination was based);

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3. A statement that the Member is entitled to receive upon request and free of charge, reasonable access to, and copies of, all documents, records and other information relevant to the claim. If specific criterion was relied upon, either a copy of the criterion or a statement that such criterion will be provided free of charge upon request. If the determination was based on medical necessity, experimental treatment or similar exclusion or limit, either an explanation of the scientific or clinical judgment, applying the terms of the plan to the Member's medical circumstances, or provide a statement that such explanation will be supplied free of charge upon request. In addition, you or your Authorized Representative has the right to request any diagnostic and treatment codes and their meanings that may be the subject of your or your Authorized Representative's claim.
4. A description of the right of the Member to file an external appeal with the Bureau of Insurance, along with the forms for filing and a detailed explanation of how to file such an Appeal. An external Appeal must be filed within one-hundred twenty (120) days after the date of receipt of a notice of the right to an external review of a final adverse determination or an adverse determination if the internal appeal process has been deemed to be exhausted or waived, a Member or their Authorized Representative may file a request for an external review in writing with the Commission, as described below; and
5. A statement of your rights under section 502(a) of ERISA.

If we send you a notice of an Adverse Decision to an address in a county where a federally mandated threshold language applies, then you or your Authorized Representative may request translation of that notice into the applicable threshold language. A threshold language applies to a county if at least 10% of the population is literate only in the same federally mandated non-English language. You or your Authorized Representative may request translation of the notice by contacting Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

If Health Plan fails to make an Appeal Decision for a non-urgent Pre-Service Appeal within thirty (30) days or within sixty (60) days for a Post-Service Appeal, the Member may file a complaint with the Bureau of Insurance.

### **Expedited Appeal**

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When an Adverse Decision or adverse reconsideration is made, and you, your Authorized Representative or your treating health care provider believes that such Adverse Decision or adverse reconsideration warrants an immediate Expedited Appeal, you, your Authorized Representative, or your treating health care provider shall have the opportunity to appeal the Adverse Decision or adverse reconsideration by telephone on an expedited basis.

An Expedited Appeal may be requested only when the regular reconsideration and appeal process will delay the rendering of covered Services in a manner that would be detrimental to the Member's health.

You, your Authorized Representative, or your treating health care provider may initiate an Expedited Appeal by contacting Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY) during regular business hours. During non-business hours, please contact the Advice and Appointment Line at 703-359-7878.

Once an Expedited Appeal is initiated, our clinical peer will determine if the Appeal involves an urgent Pre-Service or Concurrent Care Claim. If the Appeal does not meet the criteria for an expedited Appeal, the request will be managed as a standard Appeal, as described above. If such a decision is made, the Health

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Plan will verbally notify the Member within twenty-four (24) hours.

If the request for Appeal meets the criteria for an expedited Appeal, the Appeal will be reviewed by a Plan physician who is board certified or eligible in the same specialty as the treatment under review, and who is not the individual (or the individual's subordinate) who made the initial Adverse Decision.

If additional information is needed to proceed with the expedited review, the Health Plan and the provider shall attempt to share the maximum information by telephone, facsimile, or otherwise to resolve the expedited Appeal in a satisfactory manner.

A decision with respect to such Expedited Appeal shall be rendered no later than:

1. Seventy-two (72) hours after receipt of the claim, if we have all of the necessary information; or
2. If the claim is for cancer pain medication, no later than twenty-four (24) hours after receipt of the claim.

If approval is recommended, the Health Plan will immediately provide assistance in arranging the authorized treatment or benefit.

If the Health Plan declines to review an Appeal as an Expedited Appeal; or if the Expedited Appeal results in a denial, the Health Plan shall immediately take the following actions:

1. Notify you, your Authorized Representative, or the provider who requested the expedited review, by telephone, fax, or electronic mail that the Member is eligible for an Expedited Appeal to the Bureau of Insurance without the necessity of providing the justification required for a standard Appeal; and
2. Within twenty-four (24) hours after the initial notice, provide a written notice to the provider and the Member clearly informing them of the right to Appeal this decision to the Bureau of Insurance. The written notice will include the appropriate forms and instructions to file an Appeal with the Bureau of Insurance, as described below.

The notification shall also include:

1. The specific factual basis for the decision in clear understandable language;
2. References to any specific criteria or standards, including interpretive guidelines, on which the decision was based (including reference to the specific plan provisions on which determination was based);
3. A statement that the Member is entitled to receive upon request and free of charge, reasonable access to, and copies of, all documents, records and other information relevant to the claim. If specific criterion was relied upon, either a copy of the criterion or a statement that such criterion will be provided free of charge upon request. If the determination was based on medical necessity, experimental treatment or similar exclusion or limit, either an explanation of the scientific or clinical judgment, applying the terms of the plan to the Member's medical circumstances, or provide a statement that such explanation will be supplied free of charge upon request; and
4. A statement of your rights under section 502(a) of ERISA.

An Expedited Appeal may be further Appealed through the standard Appeal process described above unless all material information was reasonably available to the provider and to the Health Plan at the time of the expedited Appeal, and the physician advisor reviewing the Expedited Appeal was a peer of the treating health care provider, was board certified or board eligible, and specialized in a discipline related to the issues of the Expedited Appeal.

# **Kaiser Permanente Your Small Group Agreement and Evidence of Coverage**

## **Bureau of Insurance Independent External Appeals**

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A Member may file for an Independent External Appeal with the State Corporation Commission's Bureau of Insurance (Bureau):

1. If all of the Health Plan's Appeal procedures described above have been exhausted; or
2. If the Member's Adverse Decision involves cancer treatment or a medical condition where the timeframe for completion of an expedited internal appeal of an Adverse Decision would seriously jeopardize the life or health of the Member or would jeopardize the Member's ability to regain maximum function; or
3. If the Member requested an Expedited Appeal and Health Plan determined that the standard Appeal time frames should apply; or
4. When an Expedited Appeal is reviewed and is denied.

However, a Member may request an expedited emergency review prior to exhausting our internal Appeal process if:

1. An Adverse Decision was based on a determination that services are experimental/investigational may be expedited with written certification by the treating physician that services would be less effective if not initiated promptly;
2. The Health Plan fails to render a standard internal appeal determination within thirty (30) or sixty (60) days and you, your Authorized Representative or Health Care provider has not requested or agreed to a delay; or
3. The Health Plan waives the exhaustion requirement.

An expedited emergency review for denials due to medical necessity, appropriateness, healthcare setting, level of care, or effectiveness may be requested simultaneously with an expedited internal review. The Independent Review Organization will review and determine if an internal appeal should be completed prior to expedited emergency review.

The forms and instructions for filing an emergency review are provided to the Member along with the notice of a final Adverse Decision.

To file an Appeal with the Bureau it must be filed in writing within one-hundred twenty (120) days from the date of receipt of your Health Plan decision letter using the forms required by the Bureau. The request is mailed to the following address:

Virginia State Corporation Commission  
Bureau of Insurance  
Life and Health Consumer Services Division  
P. O. Box 1157  
Richmond, VA 23218  
804-371-9691 (Phone)  
804-371-9944 (FAX)  
[www.scc.virginia.gov](http://www.scc.virginia.gov) (Website)

The decision resulting from the external review will be binding on both the member and the Health Plan to the same extent to which we would have been bound by a judgment entered in an action of law or in equity, with respect to those issues which the external review entity may review regarding a final Adverse Decision of the Health Plan.

# **Kaiser Permanente Your Small Group Agreement and Evidence of Coverage**

## **Office of the Managed Care Ombudsman**

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The Office of the Managed Care Ombudsman is available to assist Health Plan Members to file an appeal.

If a Member has questions regarding an appeal or grievance concerning the health care Services that he or she has been provided which have not been satisfactorily addressed by the Health Plan, he or she may contact the Office of the Managed Care Ombudsman for assistance at:

Bureau of Insurance  
Attention: Office of the Managed Care Ombudsman  
P.O. Box 1157  
Richmond, VA 23218  
804-371-9032 (Phone)  
1-877-310-6560 (Toll-free)  
804-371-9944 (FAX)  
ombudsman@scc.virginia.gov (Email)

## **The Office of Licensure and Certification**

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If a Member has concerns regarding the quality of care he or she has received, he or she may contact The Office of Licensure and Certification at:

Complaint Intake  
Office of Licensure and Certification  
Virginia Department of Health  
9960 Mayland Drive, Suite 401  
Richmond, VA 23233-1463

Complaint Hotline:  
804-367-2106 (Phone)  
1-800-955-1819 (Toll-free)  
804-527-4503 (FAX)

[www.vdh.virginia.gov](http://www.vdh.virginia.gov) (Website)  
[mchip@vdh.Virginia.gov](mailto:mchip@vdh.Virginia.gov) (Email)

## **Customer Satisfaction Procedure**

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In addition, the Health Plan has established a procedure for hearing and resolving Complaints by Members. An oral Complaint may be made to any Health Plan employee or to any person who regularly provides health care Services to Members. A written Complaint must be given or sent to a Members Services representative located at a Medical Office or by sending a letter to the following address:

Kaiser Permanente  
Attention: Member Relations  
Nine Piedmont Center  
3495 Piedmont Rd NE  
Atlanta, GA 30305

You or your Authorized Representative will receive a written response to your complaints within thirty (30) days unless you or your Authorized Representative is notified that additional time is required.

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If you are dissatisfied with our response, you may file a complaint with the Bureau of Insurance at any time.

For information visit the Bureau of Insurance’s website at [www.scc.virginia.gov](http://www.scc.virginia.gov) or call the Life and Health Consumer Services Section at 804-371-9691 or toll-free at 877-310-6560, to discuss your complaint or receive assistance on how to file a complaint. Written complaints may be mailed to:

Bureau of Insurance  
Attention: State Corporation Commission  
P.O. Box 1157  
Richmond, VA 23218  
804-371-9944 (FAX)

SAMPLE

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

#### **SECTION 6: Change of Residence, Termination, and Transfer of Plan Membership**

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This section explains what to do when your location of residence changes and provides you with information on termination, and transfer of Plan membership.

If a Subscriber's membership ends, both the Subscriber's and any applicable Dependents memberships will end at the same time. We will inform you of the date your coverage terminates and the reason for the termination. This termination notice will be provided at least thirty (30) days before the termination date. If your membership terminates, all rights to benefits end at 11:59 p.m. Eastern Time (the time at the location of the administrative office of Health Plan at 2101 East Jefferson Street, Rockville, Maryland 20852) on the termination date. The Health Plan and Plan Providers have no further responsibility under this contract after a membership terminates, except as provided under *Extension of Benefits* in this section.

#### **Termination**

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##### **Termination of Your Group Agreement**

If your Group's Agreement with us terminates for any reason, your membership ends on the same date that your Group's Agreement terminates.

##### **Termination Due to Loss of Eligibility**

Your membership will terminate if you no longer meet the conditions under which you became eligible to be enrolled, as described in *Who is Eligible* in *Section 1: Introduction to Your Kaiser Permanente Health Plan*.

If you are eligible on the 1<sup>st</sup> day of a month, but later in that month you no longer meet those eligibility requirements, your membership terminates in accordance with the policies for effective dates of termination as established by the Exchange.

##### **Termination Due to Change of Residence**

If the Subscriber no longer lives or works within the Health Plan's Service Area, which is defined in the section *Important Terms You Should Know*, we may terminate the membership of the Subscriber and all Dependents in his or her Family Unit by sending notice of termination at least thirty (30) days prior to the termination date.

##### **Termination for Cause**

By sending written notice to the Subscriber at least thirty (30) days before the termination date, we may terminate the Subscriber or any Dependent's membership for cause if you or your Dependent(s):

1. Knowingly perform an act, practice or omission that constitutes fraud, which under certain circumstances may include, but is not limited to, presenting a fraudulent prescription or physician order, selling your prescription or allowing someone else to obtain Services using your Kaiser Permanente identification card; or
2. Make an intentional misrepresentation of material fact.

Additionally, if the fraud or intentional misrepresentation was committed by:

1. The Subscriber, we may terminate the memberships of the Subscriber and all Dependents in the Family Unit.
2. A Dependent, we may terminate the membership of only that Dependent.

We may report fraud committed by any Member to the appropriate authorities for prosecution.



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## **Your Small Group Agreement and Evidence of Coverage**

### **Termination for Nonpayment**

You are entitled to coverage only for the period for which we have received the appropriate Premium from your Group. If your Group fails to pay us the appropriate Premium for your Family Unit after a grace period of thirty-one (31) days, we will terminate the memberships of everyone in your Family Unit.

### **Extension of Benefits**

In those instances when your coverage with us has terminated, we will extend benefits for covered Services, without Premium, in the following instances:

1. If you are Totally Disabled at the time your coverage ends, we will continue to provide benefits for covered services related to the condition causing the disability. Coverage will stop at the point you no longer qualify as being Totally Disabled, or up to twelve (12) months from the date your coverage ends, whichever comes first.
2. If you have ordered eyeglasses or contact lenses before the date your coverage ends, we will provide benefits for covered eyeglasses or contact lenses received within thirty (30) days following the date you placed the order.
3. If you are in the midst of a course of covered dental treatment at the time your coverage ends, we will continue to provide benefits, in accordance with the EOC in effect at the time your coverage ended, for a period of ninety (90) days following the date your coverage ended.
4. If you are in the midst of a course of covered orthodontic treatment at the time your coverage ends, we will continue to provide benefits, in accordance with the EOC in effect at the time your coverage ended, for a period of:
  - a. Sixty (60) days following the date your coverage ended if the orthodontist has agreed to or is receiving monthly payments; or
  - b. Until the latter of sixty (60) days following the date your coverage ended, or the end of the quarter in progress, if the orthodontist has agreed to accept or is receiving payments on a quarterly basis.

To assist us, if you believe you qualify under this *Extension of Benefits* provision, we encourage you to notify us in writing.

### ***Limitation(s):***

The *Extension of Benefits* section listed above does not apply to the following:

1. Failure to pay Premium by the Member;
2. Members whose coverage ends because of fraud or material misrepresentation by the Member;
3. When coverage is provided by a succeeding health plan and that health plan's coverage:
  - a. Is provided at a cost to the individual that is less than or equal to the cost to the individual of the extended benefit available under this EOC; and
  - b. Will not result in an interruption of benefits to the Member.

### **Discontinuation of a Product or All Products**

We may discontinue offering a particular product or all products in a market, as permitted by law. If we discontinue offering in a market the product described in this EOC, we will provide ninety (90) days' prior written notice to the Subscriber. If we discontinue offering all products to groups in a market, we will give one-hundred eighty (180) days' prior written notice to the Subscriber.

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## **Your Small Group Agreement and Evidence of Coverage**

### **Continuation of Group Coverage Under Federal Law**

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#### **COBRA**

You or your Dependents may be able to continue your coverage under this EOC for a limited time after you would otherwise lose eligibility. Members are eligible for COBRA continuation coverage even if they live in another Kaiser Foundation Health Plan or allied plan service area. Please contact your Group if you want to know whether you or your Dependents are eligible for COBRA coverage, how to elect COBRA coverage, or how much you will have to pay your Group for it.

If your Group is not eligible for COBRA, you and/or your Dependents may be eligible for continuation of coverage under the existing Group coverage for a period of at least 12 months immediately following the date of termination of your eligibility for coverage under the Group Agreement. Continuation of coverage for 12 months is not applicable if the Group is required by federal law to provide for continuation of coverage under COBRA. If applicable, this coverage shall be provided without additional evidence of insurability subject to the following requirements:

1. The application and payment for the extended coverage are made to the Group within 31 days after issuance of notification of your continued rights, but in no event beyond the 60-day period following the date of termination of eligibility;
2. Each premium for the extended coverage is timely paid to the Group on a monthly basis for the 12-month period; and
3. The premium for continuing the coverage shall be at the Health Plan's current rate applicable to the Group Agreement plus any applicable administrative fee not to exceed 2.0% of the current rate.

The Group Administrator shall provide you or other persons covered under this Group Agreement written notice of the availability of the option chosen and the procedures and timeframes for obtaining continuation of the Group Agreement. This notice shall be provided within 14 days of the Group Administrator's knowledge of your or other your Dependent's loss of eligibility under this Group Agreement.

#### **USERRA**

If you are called to active duty in the uniformed services, you may be able to continue your coverage under this EOC for a limited time after you would otherwise lose eligibility, if required by the federal USERRA law. Members are not ineligible for USERRA continuation coverage solely because they live in another Kaiser Foundation Health Plan Region or allied plan service area. You must submit a USERRA election form to your Group within 60 days after your call to active duty. Please contact your Group if you want to know how to elect USERRA coverage or how much you will have to pay your Group for it.

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## **Your Small Group Agreement and Evidence of Coverage**

### **SECTION 7: Other Important Provisions of Your Plan**

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This section contains additional special provisions that apply to this EOC.

#### **Applications and Statements**

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Any applications, forms or statements specified in this Agreement, or that we request in our normal course of business, must be completed by you or your Authorized Representative or Financially Responsible Person, if applicable.

#### **Assignment**

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You may not assign this EOC or any of the benefits, interests, obligations, rights or claims for money due hereunder without our prior written consent.

#### **Attorney Fees and Expenses**

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In any dispute between a Member and the Health Plan or Plan Providers, each party will bear its own attorney fees and other expenses.

#### **Certificates**

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A certificate is a statement that summarizes the benefits and rights that pertain to each Member under this contract. We will provide you with a certificate, which will be delivered either:

1. Directly to each Subscriber, as only one statement per Family will be issued when Dependents are enrolled under this Plan; or
2. To your Group, for distribution to each Subscriber of the Group.

#### **Contracts with Plan Providers**

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##### **Plan Provider Relationship and Compensation**

The relationship between the Health Plan and Plan Providers are those of independent contractors. Plan Providers are paid in various ways, including salary, capitation, per diem rates, case rates, fee for service and incentive payments. If you would like additional information about the way Plan Providers are paid to provide or arrange medical and Hospital Services for Members, please refer to your Provider Directory or contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

##### **Plan Provider Termination**

If our contract with any Plan Provider terminates, for reasons unrelated to fraud, patient abuse, incompetence or loss of licensure status while you are under the care of that Plan Provider, you may continue to see that provider and we will retain financial responsibility for covered Services you receive, in excess of any applicable Cost Sharing for a period not to exceed ninety (90) days from the date we have notified you or your Parent/Guardian or Financially Responsible Person of the Plan Provider's termination.

##### **Primary Care Plan Physician Termination**

If our contract with your Primary Care Plan Physician terminates for reasons unrelated to fraud, patient abuse, incompetence, or loss of licensure status while you are under the care of that Primary Care Plan Physician, you may continue to see that provider and we will retain financial responsibility for covered Services you receive in excess of any applicable Cost Sharing, for a period not to exceed ninety (90) days

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

from the date we have notified you of the Plan Physician's termination, or until you have chosen a new Primary Care Plan Physician, whichever occurs first.

#### **Governing Law**

Any provision in this policy that conflicts with the requirements of any state or federal law relevant to this policy are automatically changed to satisfy the minimum requirements of such laws.

#### **Legal Action**

No legal action may be brought to recover on this Agreement:

1. Before the expiration of sixty (60) days after you have provided us with Proof of Loss in accordance with the terms of this Agreement; or
2. After the expiration of three (3) years from the date that Proof of Loss was required to be provided.

#### **Mental Health Parity and Addiction Equity Act**

The Mental Health Parity and Addiction Equity Act provides for parity in the application of aggregate treatment limitations (day or visit limits) on mental health and substance use disorder benefits with day or visit limits on medical and surgical benefits. In general, group health plans offering mental health and substance use disorder benefits cannot set day/visit limits on mental health or substance use disorder benefits that are lower than any such day or visit limits for medical and surgical benefits. A plan that does not impose day or visit limits on medical and surgical benefits may not impose such day or visit limits on mental health and substance use disorder benefits offered under the Plan. Also, the Plan may not impose Deductibles, Copayment, Coinsurance, and out of pocket expenses on mental health and substance use disorder benefits that are more restrictive than Deductibles, Copayment, Coinsurance and out of pocket expenses applicable to other medical and surgical benefits.

#### **Mailed Notices**

Our notices to you will be sent to the most recent address we have on file for the Subscriber. You are responsible for notifying us of any change in address. Subscribers who move should promptly contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

You may mail a change of address notice to the Health Plan by postage prepaid U.S. Mail to:

Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc.  
P.O. Box 6831  
2101 East Jefferson St.  
Rockville, MD 20852-4908

#### **Overpayment Recovery**

We may recover any overpayment we make for Services from:

1. Anyone who receives an overpayment; or
2. Any person or organization obligated to pay for the Services.

In the event of an overpayment to a Health Care Provider, we may only retroactively deny reimbursement to that Health Care Provider during the six (6)-month period after the date we paid a claim submitted by that Health Care Provider.

# **Kaiser Permanente Your Small Group Agreement and Evidence of Coverage**

## **Privacy Practices**

Kaiser Permanente will protect the privacy of your protected health information (PHI). We also require contracting providers to protect your PHI. Your PHI is individually identifiable information about your health, the health care Services you receive, and payment for your health care. You may generally:

1. See and receive copies of your PHI;
2. Correct or update your PHI; and
3. Ask us for an account of certain disclosures of your PHI.

We may use or disclose your PHI for treatment, payment, health research and health care operations purposes, such as measuring the quality of Services. We are sometimes required by law to give PHI to others, such as government agencies or in judicial actions. We will not use or disclose your PHI for any other purpose without written authorization from you or your Authorized Representative, except as described in our *Notice of Privacy Practices*. Giving us authorization is at your discretion.

This is only a brief summary of some of our key privacy practices. Our *Notice of Privacy Practices*, which provides additional information about our privacy practices and your rights regarding your PHI, is available and will be furnished to you upon request. To request a copy, contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

You can also find the notice at your local Plan Facility or online at [www.kp.org](http://www.kp.org).

## **Refusal to Accept Treatment**

While the Health Plan may not cancel or fail to renew a Member's enrollment in the plan due to the Member's refusal to follow a prescribed course of treatment, it may refuse to furnish certain further benefits or Services for a particular condition.

If a Member disagrees with a prescribed course of treatment, the Member shall be permitted to receive a second opinion from another participating provider. If the second participating provider disagrees with the prescribed course of treatment, the Health Plan may refuse to provide some of the Services for that particular condition, subject to the terms, conditions, limitations and exclusions of this Agreement and Health Plan's utilization review protocols and policies.

# Kaiser Permanente

## Your Small Group Agreement and Evidence of Coverage

### Important Terms You Should Know

This section is alphabetized for your convenience. The terms defined in this section have special meanings. The following terms, when capitalized and used in this Agreement, mean:

#### A

**Adverse Decision:** A utilization review decision made by the Health Plan that:

1. A proposed or delivered Service is or was not Medically Necessary, appropriate or efficient; and
2. May result in non-coverage of the health care Service.

An Adverse Decision does not include a decision about the enrollment status as a Member under the Health Plan.

**Agreement:** The entirety of this EOC document, including all attached appendices, which constitutes the entire contact between a Member and Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc., and which replaces any earlier Agreement that may have been issued to you by us.

**Air Ambulance Service:** Medical transport of a patient by rotary wing air ambulance (as defined in 42 CFR 414.605) or fixed wing air ambulance (as defined in 42 CFR 414.605).

**Allowable Charges:** means either for:

1. Services provided by the Health Plan or Medical Group: The amount in the Health Plan's schedule of Medical Group and the Health Plan charges for Services provided to Members;
2. Items obtained at a Plan Pharmacy. For items covered under the *Outpatient Prescription Drug Benefit* appendix and:
  - a. Obtained at a pharmacy owned and operated by Health Plan, the amount the pharmacy would charge a Member for the item if a Member's benefit plan did not cover the item. This amount is an estimate of the cost of acquiring, storing and dispensing drugs, the direct and indirect costs of providing Kaiser Permanente pharmacy Services to Members, and the pharmacy program's contribution to the net revenue requirements of Health Plan.
  - b. Obtained at a Plan Pharmacy other than a pharmacy owned and operated by Health Plan, the cost of the item calculated on a discounted wholesale price plus a dispensing fee;
3. Emergency Services from a Non-Plan Provider, including Post-Stabilization Care that constitutes Emergency Services under federal law, the out-of-network rate.
4. For Services received from Plan Providers, the amount the Plan Provider has agreed to accept as payment;
5. All other Services: The amount:
  - a. The provider has contracted or otherwise agreed to accept;
  - b. The provider has negotiated with the Health Plan;
  - c. Health Plan must pay the non-Plan Provider pursuant to state law, when it is applicable, or federal law, including the out-of-network rate, or in the event that neither state or federal law prohibiting balance billing apply, then the amount agreed to by the provider and us;
  - d. The fee schedule, that providers have agreed to accept as determining payment for Services, states; or
  - e. Health Plan pays for those Services.
6. Emergency Services performed by a non-Plan provider in a non-Plan Facility and for non-emergency Surgical or Ancillary Services provided by a non-Plan provider at a Plan Facility:

## Kaiser Permanente

### Your Small Group Agreement and Evidence of Coverage

- a. The allowed and median billed charge amounts shall base payments for the same or similar Services provided in a similar geographic area.
- b. Under Virginia Law, a non-Plan Provider shall not balance bill for (i) emergency Services provided by a non-Plan Provider or (ii) non-emergency Services provided at a Plan Facility or a non-Plan Facility if the non-emergency Services involve Surgical or Ancillary Services provided by a non-Plan Provider.

**Allowable Expense:** (For use in relation to Coordination of Benefits provisions only, which are located in *Section 4: Coordination of Benefits*): A health care Service or expense, including Deductibles, Copayments or Coinsurance, that is covered in full or in part by any of the Plans covering the Member. This means that an expense or health care Service or a portion of an expense or health care Service that is not covered by any of the Plans is not an Allowable Expense. For example, if a Member is confined in a private hospital room, the difference between the cost of a semi-private room in the hospital and the private room usually is not an Allowable Expense.

**Appeal:** A protest filed in writing by a Member or his or her Authorized Representative with the Health Plan under its internal Appeal process regarding a Coverage Decision concerning a Member. An Appeal does not include a verbal request for reconsideration of a benefit and/or eligibility determination.

**Appeal Decision:** A final determination by the Health Plan that arises from an Appeal filed with the Health Plan under its internal Appeal process regarding a Coverage Decision concerning a Member.

**Authorized Representative:** An individual authorized in writing by the Member or Parent/Guardian, as applicable to act on the Member's behalf to file claims and to submit Appeals or Grievances to the Health Plan. A Health Care Provider may act on behalf of a Member with the Member's express consent, or without such consent.

## C

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**Claim Determination Period:** A calendar year. However, it does not include any part of a year during which a person has no Health Plan coverage, or any part of a year before the date this Coordination of Benefits provision or a similar provision takes effect.

**Coinsurance:** After you have met your Deductible, a percentage of Allowable Charges that you must pay when you receive a covered Service.

**Continuing Care Patient** is a Member who, with respect to a provider or Facility:

1. Is undergoing a course of treatment for a Serious and Complex Condition from the provider or Facility;
2. Is undergoing a course of institutional or inpatient care from the provider or Facility;
3. Is scheduled to undergo non-elective surgery from the provider, including receipt of postoperative care from such provider or Facility with respect to such a surgery;
4. Is pregnant and undergoing a course of treatment for the pregnancy from the provider or Facility;  
or
5. Is in active course of treatment with the terminated provider prior to the notice of termination except for when the provider is terminated for cause; or
6. Is or was determined to be terminally ill, as determined under section 1861(dd)(3)(A) of the Social Security Act, and is receiving treatment for such illness from such provider or Facility.

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### **Your Small Group Agreement and Evidence of Coverage**

**Contract Year:** A consecutive 12-month period during which the Health Maintenance Organization (HMO) provides coverage for benefits. The Contract Year is shown on the Group Agreement Face Sheet.

**Copayment:** A specific dollar amount that you must pay when you receive certain covered Services.

**Cost Shares:** The Deductible, Copayment or Coinsurance for covered Services, as shown in the *Summary of Cost Shares*.

**Cost Sharing:** Any expenditure required by or on behalf of a Member with respect to Essential Health Benefits. Such term includes Deductibles, Coinsurance, Copayments, or similar charges, but excludes Premiums, balance billing amounts for non-network providers, amounts for Post-Stabilization Care to which the Member consented (agreed) to pay, and spending for non-covered services.

**Coverage Decision:** An initial determination by the Health Plan or a representative of the Health Plan that results in non-coverage of a Health Care Service. Coverage Decision includes:

1. A determination by the Health Plan that an individual is not eligible for coverage under the Health Plan's health benefit plan;
2. Any determination by the Health Plan that results in the rescission of an individual's coverage under a health benefit plan; and
3. A determination including non-payment of all or any part of a claim that a Health Care Service is not covered under this Agreement.

A Coverage Decision does not include an Adverse Decision or pharmacy inquiry.

## **D**

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**Deductible:** The amount you must pay in a calendar year for certain Services before we will start paying benefits for those Services in that calendar year. See *Appendix Summary of Cost Shares* to find out which Services are subject to the Deductible.

**Dependent:** A Member whose relationship to a Subscriber is the basis for membership eligibility and who meets the eligibility requirements as a Dependent. (For Dependent eligibility requirements see *Who Is Eligible* in *Section 1: Introduction to Your Kaiser Permanente Plan*.)

**Domiciliary Care:** Services that are provided to aged or disabled individuals in a protective, institutional or home-type environment. Domiciliary care includes shelter, housekeeping services, board, facilities and resources for daily living, and personal surveillance or direction in the activities of daily living.

**Durable Medical Equipment:** Equipment furnished by a supplier or a home health agency that:

1. Can withstand repeated use;
2. Is primarily and customarily used to serve a medical purpose;
3. Generally is not useful to an individual in the absence of a disability, illness or injury; and
4. Is appropriate for use in the home.

## **E**

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**Emergency Case:** A case in which an Adverse Decision was rendered pertaining to health care Services which have yet to be delivered and such health care Services are necessary to treat a condition or illness that, without immediate medical attention would:

1. Seriously jeopardize the life or health of the Member or the Member's ability to regain maximum function; or



## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

2. Cause the Member to be in danger to self or others.

**Emergency Medical Condition:** A medical condition, including a mental health condition or substance use disorder, manifesting itself by acute symptoms of sufficient severity, including severe pain, such that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in:

1. Placing the health of the Member or, with respect to a pregnant person, the health of the pregnant person or their unborn child in serious jeopardy;
2. Serious impairment to bodily functions; or
3. Serious dysfunction of any bodily organ or part.

**Emergency Services,** with respect to an Emergency Medical Condition, means:

1. An appropriate medical screening examination, as required federal under the Emergency Medical Treatment and Active Labor Act (EMTALA), section 1867 of the Social Security Act, that is within the capability of the emergency department of a Hospital or of an Independent Freestanding Emergency Department, as applicable, including Surgical or Ancillary Services routinely available to the emergency department, to evaluate such Emergency Medical Condition;
2. Within the capabilities of the staff and facilities available at the Hospital or the Independent Freestanding Emergency Department, as applicable, such further medical examination and treatment required under EMTALA, or would be required under EMTALA if EMTALA applied to an Independent Freestanding Emergency Department, to Stabilize the patient, regardless of the department of the hospital in which such further examination or treatment is furnished; and
3. Except as further described in this paragraph 3, covered Services, also referred to as Post-Stabilization Care, that are furnished by a Non-Plan Provider after you are Stabilized and as part of outpatient observation or an inpatient or outpatient stay with respect to the Visit in which the Emergency Services are furnished:
  - a. When, under applicable federal law, the covered Services described in item #3 are not included as Emergency Services if all of the following conditions are met:
    - i. The attending emergency physician or Treating Provider determines that the Member is able to travel using nonmedical transportation or nonemergency medical transportation to an available Plan Hospital or Plan Facility located within a reasonable travel distance, taking into account the Member's medical condition; and
    - ii. The Member, or an Authorized Representative of such Member, is in a condition to receive the information in the consent as described in item #3, as determined by the attending emergency physician or Treating Provider using appropriate medical judgment, and to provide informed consent in accordance with applicable State law; or
  - b. When the covered Services are rendered by a Health Care Provider who is subject to state law prohibiting balance billing (§19-710(p) of the Health-General Article).

**Encounter:** An ambulance encounter begins at the point of origin where the Member is picked up, ending at the point of destination where the Member is dropped off.

**Essential Health Benefits:** Services that are defined by federal law and further defined by the Secretary of the United States Department of Health and Human Services that includes ambulatory patient services;

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

emergency services; hospitalization; maternity and newborn care; mental health and substance use disorder services, including behavioral health treatment; prescription drugs; rehabilitative and habilitative services and devices; laboratory services; preventive and wellness services and chronic disease management; and pediatric services, including oral and vision care.

Essential Health Benefits provided within this Agreement are not subject to lifetime or annual dollar maximums. Certain non-essential health benefits, however, are subject to either a lifetime and/or dollar maximum.

**Experimental Services:** Services that are not recognized as efficacious as that term is defined in the Institute of Medicine Report on Assessing Medical Technologies that is current when the care is rendered. “Experimental Services” do not include Clinical Trials as described in *Section 3: Benefits, Exclusions and Limitations*.

## **F**

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**Facility:** An institution providing health care related Services or a health care setting, including Hospitals and other licensed inpatient centers, ambulatory surgical or treatment centers, Skilled Nursing Facilities, residential treatment centers, diagnostic, laboratory, and imaging centers, and rehabilitation and other therapeutic health settings.

**Family:** An:

1. Individual and Spouse or Domestic Partner;
2. Individual and dependent minor or minors; or
3. Individual, Spouse or Domestic Partner, and dependent minor or minors.

**Family Coverage:** Any coverage other than Self-Only Coverage.

**Family Unit:** A Subscriber and all of his or her enrolled Dependents.

**Fee Schedule:** A list of procedure-specific fees developed by Health Plan and which the Plan Provider agrees to accept as payment in full for covered Services rendered.

**Filing Date:** The earlier of five (5) days after the date of mailing or the date of receipt by the Health Plan when you mail information to us.

**Full-Time Employee:** An employee of a Small Employer who works, on average, at least thirty (30) hours per week.

## **G**

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**Genetic Birth Defect:** A defect existing at or from birth, including a hereditary defect, which includes, but is not limited to, autism or an autism spectrum disorder and cerebral palsy.

**Grievance:** A protest filed by a Member or Parent/Guardian, as applicable, or by a provider or other Authorized Representative on behalf of the Member, with the Health Plan, through our internal Grievance process regarding an Adverse Decision concerning the Member. A Grievance does not include a verbal request for reconsideration of a Utilization Review determination.

**Grievance Decision:** A final determination by the Health Plan that arises from a Grievance filed with us under our internal Grievance process regarding an Adverse Decision concerning a Member.

# Kaiser Permanente

## Your Small Group Agreement and Evidence of Coverage

### H

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**Health Plan:** Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc., providing Services or benefits for health care. The Health Plan is a Plan.

**Health Savings Account:** A tax-exempt trust or custodial account exclusively for the purpose of paying Qualified Medical Expenses of the account beneficiary as established by federal law. Contributions made to a Health Savings Account by an eligible individual are tax deductible under federal tax law whether or not the individual itemizes deductions. In order to make contributions to a Health Savings Account, the Member must be covered under a qualified High Deductible Health Plan and meet other tax law requirements. Kaiser Permanente does not provide tax advice. Consult with a financial or tax advisor for more information about your eligibility for a Health Savings Account. This definition only applies to High Deductible Health Plan Plans.

**High Deductible Health Plan:** A high-deductible health plan (HDHP) is a health insurance plan with lower premiums and higher deductibles than a traditional health plan.

**Home Health Care:** The continued care and treatment of a Member in the home if:

1. The institutionalization of the Member in a Hospital or related institution or Skilled Nursing Facility would otherwise have been required if home health Care Services were not provided; and
2. The plan of treatment covering the home health Care Service is established and approved in writing by the Health Care Practitioner.

**Hospice Care:** means a coordinated, inter-disciplinary program of hospice care Services for meeting the special physical, psychological, spiritual, and social needs of terminally ill individuals and their families, by providing palliative and supportive medical, nursing, and other health Services through home or inpatient care during the illness and bereavement counseling following the death of the Member.

**Hospital:** Any hospital:

1. In the Service Area to which a Member is admitted to receive Hospital Services pursuant to arrangements made by a physician; or
2. Outside of the Service Area for clinical trials, Emergency Services or Urgent Care Services or upon receiving an approved referral.

### I

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**Independent Freestanding Emergency Department:** A health care Facility that is geographically separate and distinct and licensed separately from a Hospital under applicable State law and provides any Emergency Services.

### K

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**Kaiser Permanente:** Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc., Mid-Atlantic Permanente Medical Group, Inc. and Kaiser Foundation Hospitals.

### L

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**Limiting Age:** The age at which an eligible dependent child loses eligibility for coverage. Under this Plan, the limiting age is 26, except for dependents with conditions of incapacity as provided under the *Who is Eligible* provision in *Section 1: Introduction to Your Kaiser Permanente Health Plan*.

# Kaiser Permanente

## Your Small Group Agreement and Evidence of Coverage

### **M**

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**Medical Group:** Mid-Atlantic Permanente Medical Group, Inc.

**Medically Necessary/Medical Necessity:** Medically Necessary means that the Service is all of the following:

1. Medically required to prevent, diagnose or treat the Member's condition or clinical symptoms;
2. In accordance with generally accepted standards of medical practice;
3. Not solely for the convenience of the Member, the Member's family and/or the Member's provider; and
4. The most appropriate level of Service which can safely be provided to the Member. For purposes of this definition, "generally accepted standards of medical practice" means:
  - a. Standards that are based on credible scientific evidence published in peer-reviewed medical literature generally recognized by the relevant medical community;
  - b. Physician specialty society recommendations; and/or
  - c. The view of physicians practicing in the Kaiser Permanente Medical Care Program.

**Note:** Unless otherwise required by law, we decide if a Service (described in *Section 3: Benefits, Exclusions and Limitations*) is Medically Necessary and our decision is final and conclusive subject to the Member's right to Appeal, or go to court, as set forth in *Section 5: Filing Claims, Appeals and Grievances*.

**Medicare:** A federal health insurance program for people age 65 and older, certain disabled people and those with end-stage renal disease (ESRD).

**Member:** A person who is eligible and enrolled under this Agreement as a Subscriber or a Dependent, and for whom we have received applicable Premium. Members are sometimes referred to as "you" within this Agreement. Under no circumstances should the term "you" be interpreted to mean a Financially Responsible Person, Parent/Guardian or any other nonmember reading or interpreting this Agreement on behalf of a Member.

**Minimum Essential Coverage:** The type of coverage an individual needs to have to meet the individual responsibility requirement under the Patient Protection and Affordable Care Act.

### **N**

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**Network:** Plan Providers who have entered into a provider service contract with Kaiser Permanente to provide Services on a preferential basis.

### **O**

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**Out-of-Pocket Maximum:** The maximum amount of Deductibles, Copayments and Coinsurance that an individual or family is obligated to pay for covered Services per Contract Year.

**Outpatient Rehabilitative Services:** Occupational therapy, speech therapy and physical therapy, provided to Members not admitted to a Hospital or related institution.

### **P**

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**Parent/Guardian:** The person who has legal authority to make medical decisions for a Member under age 19 or a Member age 19 or older who is incapable of making such decisions by reason of mental incapacity. This definition applies only to Child Only plans.

## **Kaiser Permanente**

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**Partial Hospitalization:** A licensed or approved day or evening treatment program that includes the major diagnostic, medical, psychiatric and psychosocial rehabilitation treatment modalities designed for patients with mental, emotional, or nervous disorders, and alcohol or other drug dependence who require coordinated, intensive, comprehensive and multi-disciplinary treatment. Such a program shall provide treatment over a period of six or more continuous hours per day to individuals or groups of individuals who are not admitted as inpatients. Such term shall also include intensive outpatient programs for the treatment of alcohol or other drug dependence which provide treatment over a period of three or more continuous hours per day to individuals or groups of individuals who are not admitted as inpatients.

**Part-Time Employee:** An employee of a Small Employer who:

1. Has a normal workweek of at least seventeen-and-a-half (17.5) hours; and
2. Is not a Full-Time Employee.

**Personal Care:** Service that an individual normally would perform personally, but for which the individual needs help from another because of advanced age, infirmity, or physical or mental limitation. Personal care includes help in walking; help in getting in and out of bed; help in bathing; help in dressing; help in feeding; and general supervision and help in daily living.

**Plan:** The health benefit Plan described in this Agreement.

**Plan:** (For use in relation to Coordination of Benefits provisions only, which are located in **Section 4: Coordination of Benefits**): Any of the following that provides benefits or services for, or because of, medical care or treatment: Individual or group insurance or group-type coverage, whether insured or uninsured. This includes prepaid group practice or individual practice coverage. "Plan" does not include an individually underwritten and issued, guaranteed renewable, specified disease policy or intensive care policy, that does not provide benefits on an expense-incurred basis. "Plan" also does not include the medical benefits under an automobile policy, including benefits for personal injury protection. "Plan" also does not include:

1. Accident only coverage;
2. Hospital indemnity coverage benefits or other fixed indemnity coverage;
3. Specified disease or specified accident coverage;
4. Limited benefit health coverage; as provided for by Virginia state law;
5. School accident-type coverages that cover students for accidents only, including athletic injuries, either on a twenty-four (24)-hour basis or on a "to and from school" basis;
6. Benefits provided in long-term insurance policies for non-medical services, for example, personal care, adult day care, homemaker services, assistance with activities of daily living, respite care and custodial care or for contracts that pay a fixed daily benefit without regard to expenses incurred or the receipt of services;
7. Medicare supplement policies;
8. A state plan under Medicaid; or
9. A governmental plan, which, by law, provides benefits that are in excess of those of any private insurance plan or other non-governmental plan.

**Plan Facility:** A Plan Medical Center, Plan Hospital or another freestanding Facility including licensed inpatient centers, ambulatory surgical or treatment centers, skilled nursing centers, residential treatment

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centers, diagnostic, laboratory, and imaging centers, and rehabilitation and other therapeutic health settings that are:

1. Operated by us or contracts, directly or indirectly, to provide Services and supplies to Members; and
2. Included in the Signature care delivery system.

**Plan Hospital:** A Hospital that:

1. Contracts, directly or indirectly, to provide inpatient and/or outpatient Services to Members; and
2. Is included in the provider network.

**Plan Medical Centers:** Medical office and specialty care facilities such as imaging centers operated by us in which Medical Group and other Health Care Providers including non-physician Specialists employed by us provide Primary Care, specialty care and ancillary care Services to Members.

**Plan Pharmacy:** Any pharmacy that:

1. Is located at a Plan Medical Office; or
2. Contracts, directly or indirectly, to provide Services to Members, and is included in the Signature care delivery system.

**Plan Physician:** Any licensed physician who is an employee of Medical Group, or any licensed physician (except for those physicians who contract only, directly or indirectly, to provide Services upon referral) who:

1. Contracts, directly or indirectly, to provide Services and supplies to Members; and
2. Is included in the Signature care delivery system.

**Plan Provider:** A Plan Physician or other Health Care Provider including but not limited to a non-physician Specialist, and Plan Facility that:

1. Is employed by or operated by an entity that participates in the Kaiser Permanente Medical Care Program; or
2. Contracts, directly or indirectly, with an entity that participates in the Kaiser Permanente Medical Care Program.

**Post-Stabilization Care:** Medically Necessary Services related to your Emergency Medical Condition that you receive after your attending emergency physician or Treating Provider determines that your Emergency Medical Condition is Stabilized.

**Premium:** The monthly premiums shown on the Small Group Agreement Face Sheet. The Premiums are collected by the Exchange and paid to Health Plan.

**Primary Care:** Services rendered by a Health Care Practitioner in the following disciplines:

1. General internal medicine;
2. Family practice medicine;
3. Pediatrics; or
4. Obstetrics/gynecology (OB/GYN).

**Prior Authorization:** Our determination that a proposed Service is covered and Medically Necessary pursuant to Our Quality Resource Management Program in advance of your receipt of the Service.

## **Kaiser Permanente Your Small Group Agreement and Evidence of Coverage**

### **Q**

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**Qualified Employee:** Any employee or former employee of a Qualified Employer who has been offered health insurance coverage by such Qualified Employer through the SHOP Exchange for himself or herself and, if the Qualified Employer offers dependent coverage through the SHOP, for his or her dependents.

**Qualified Employer:** A Small Employer that elects to make its Full-Time Employees eligible for one or more Qualified Health Plans offered through the SHOP Exchange and, at the option of the employer, some or all of its Part-Time Employees, provided that the employer:

1. Has its principal place of business in the State of Virginia and elects to provide coverage through the SHOP Exchange to all of its eligible employees, wherever employed; or
2. Elects to provide coverage through the SHOP Exchange to all of its eligible employees who are principally employed in the State of Virginia.

**Qualified Health Plan:** Any health plan that has an effective certification that it meets the standards recognized by the Exchange through which such plan is offered.

**Qualified Medical Expenses:** Amounts paid by an account beneficiary for medical care that qualifies under §213(d) of the Internal Revenue Code, for the individual, or his or her Spouse or Dependent for purposes of an HSA account.

**Qualifying Payment Amount:** The amount calculated using the methodology described in federal regulation (45 C.F.R. § 149.140(c)), which is based on the median contracted rate for all individual plans issued by Health Plan for the same or similar Service that is:

1. Provided by a provider in the same or similar specialty or Facility of the same or similar Facility type; and
2. Provided in the geographic region in which the item or Service is furnished.

The median contracted rate is subject to additional adjustments specified in the applicable federal regulation.

### **S**

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**Self-Only Coverage:** Coverage for a Subscriber only, with no Dependents covered under this Agreement.

**Serious or Complex Condition:** In the case of an acute illness, a condition that is serious enough to require specialized medical treatment to avoid the reasonable possibility of death or permanent harm or, in the case of a chronic illness or condition, a condition that is life-threatening, degenerative, potentially disabling, or congenital, and requires specialized medical care over a prolonged period of time.

**Service:** A health care item or service that is covered under this Agreement and Medically Necessary to prevent, diagnose, or treat a medical condition.

**Service Area:** The areas of the District of Columbia; the following Virginia counties – Arlington, Fairfax, King George, Prince William, Loudoun, Spotsylvania, Stafford; the following Virginia cities – Falls Church, Fairfax, Fredericksburg, Alexandria, Manassas and Manassas Park; the following Maryland areas: the City of Baltimore; the following Maryland counties: Baltimore, Carroll, Harford, Anne Arundel, Howard, Montgomery, and Prince George’s, and specific ZIP codes within Calvert, Charles, and Frederick counties. A listing of these ZIP codes may be obtained from any Health Plan office.

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

**SHOP Exchange:** A Small Business Health Options Program operated by the Exchange through which a Qualified Employer can provide its employees and their dependents with access to one or more QHPs.

**Skilled Nursing Facility:** A Facility that provides inpatient skilled nursing care, rehabilitation services, or other related health care Services and is certified by Medicare. The Facility's primary business must be the provision of 24-hour-a-day licensed skilled nursing care. The term "Skilled Nursing Facility" does not include a convalescent nursing home, rest Facility, or Facility for the aged that furnishes primarily custodial care, including training in routines of daily living.

**Specialist:** A licensed health care professional that includes physicians and non-physicians who is trained to treat or provide health care Services for a specified condition or disease in a manner that is within the scope of their license or certification. Specialist physicians shall be either board-eligible or board-certified.

**Specialty Services:** Care provided by a Health Care Practitioner who is not providing Primary Care Services.

**Spouse:** The person to whom you are legally married to in either a same- or opposite-sex marital relationship.

**Stabilize:** With respect to an Emergency Medical Condition, to provide such medical treatment as may be necessary to assure, within reasonable medical probability, that no material deterioration of the condition is likely to result from or occur during the transfer of the individual from a Facility, or, with respect to a pregnant woman, that the woman has delivered, including the placenta.

**Subscriber:** A Member who is eligible for membership on his or her own behalf and not by virtue of Dependent status and who meets the eligibility requirements as a Subscriber. For Subscriber eligibility requirements, see the *Who is Eligible* provision in *Section 1: Introduction to your Kaiser Permanente Health Plan*.

**Surgical or Ancillary Service:** Professional Services, including surgery, anesthesiology, pathology, radiology, or hospitalist Services and laboratory Services.

## **T**

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### **Totally Disabled:**

1. **For Subscribers and Adult Dependents:** In the judgment of a Medical Group Physician, a Member is totally disabled by reason of injury or sickness if the Member is unable to perform each and every duty pertaining to his or her occupation during the first fifty-two (52) weeks of the disability. After the first fifty-two (52) weeks, a Member is totally disabled if he or she is unable to perform each and every duty of any business or occupation for which the Member is reasonably fitted by education, training and experience.
2. **For Dependent Children:** In the judgment of a Plan Physician, an illness or injury which makes the child unable to substantially engage in any of the normal activities of children in good health and like age.

**Treating Provider:** A physician or other health care provider who has evaluated the Member's Emergency Medical Condition.

## **U**

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**Urgent Care Services:** Services required as the result of a sudden illness or injury, which require prompt



## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

attention, but are not of an emergent nature.

**Urgent Medical Condition:** As used in *Section 5: Filing Claims, Appeals and Grievances*, a condition that satisfies either of the following:

1. A medical condition, including a physical, mental health or dental condition, where the absence of medical attention within seventy-two (72) hours could reasonably be expected by an individual, acting on behalf of the Health Plan, applying the judgment of a prudent layperson who possesses an average knowledge of health and medicine, to result in:
  - a. Placing the Member's life or health in serious jeopardy;
  - b. The inability of the Member to regain maximum function;
  - c. Serious impairment to bodily function;
  - d. Serious dysfunction of any bodily organ or part; or
  - e. The Member remaining seriously mentally ill with symptoms that cause the member to be a danger to self or others.
2. A medical condition, including a physical, mental health or dental condition, where the absence of medical attention within seventy-two (72) hours in the opinion of a Health Care Provider with knowledge of the Member's medical condition, would subject the Member to severe pain that cannot be adequately managed without the care or treatment that is the subject of the Coverage Decision.

## **V**

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**Visit:** The instance of going to or staying at a health care Facility, and, with respect to Services furnished to a Member at a health care Facility, includes, in addition to Services furnished by a provider at the health care Facility, equipment and devices, telemedicine Services, imaging Services, laboratory Services, and preoperative and postoperative Services, regardless of whether the provider furnishing such Services is at the health care Facility.

# Kaiser Permanente

## Your Small Group Agreement and Evidence of Coverage

### SECTION A: Outpatient Prescription Drug Benefit

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The Health Plan will provide coverage for prescription drugs as described below.

#### Important Terms You Should Know

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This section is alphabetized for your convenience. The terms defined in this section have special meanings. The following terms, when capitalized and used in this section, mean:

#### A

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**Allowable Charge:** Has the same meaning as defined in the section *Important Terms You Should Know* in your Membership Agreement and Evidence of Coverage.

#### B

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**Brand Name Drug:** A prescription drug that has been patented and is produced by only one (1) manufacturer.

**Biosimilar:** FDA-approved biologics that are highly similar to a brand biologic product.

#### C

---

**Coinsurance:** A percentage of the Allowable Charge that you must pay for each prescription or prescription refill.

**Complex or Chronic Medical Condition:** A physical, behavioral or developmental condition that:

1. May have no known cure;
2. Is progressive; or
3. Can be debilitating or fatal if left untreated or undertreated.

Complex or Chronic Medical Conditions include, but are not limited to: Multiple Sclerosis, Hepatitis C and Rheumatoid Arthritis.

**Contraceptive Drug:** A drug or device that is approved by the United States Food & Drug Administration (FDA) for use as a contraceptive, and requires a prescription.

**Copayment:** The specific dollar amount that you must pay for each prescription or prescription refill.

#### F

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**Food & Drug Administration/FDA:** The United States Food & Drug Administration.

**Formulary:** A list of prescription drugs covered by this Plan.

#### G

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**Generic Drug:** A prescription drug that does not bear the trademark of a specific manufacturer. It is chemically the same as a Brand Name Drug.

#### L

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**Limited Distribution Drug (LDD):** A prescription drug that is limited in distribution by the manufacturer or FDA.

#### M

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**Mail Service Delivery Program:** A program operated by the Health Plan that distributes prescription drugs

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

to Members via postal mail. Certain drugs that require special handling are not provided through the mail-delivery service. This includes, but is not limited to, drugs that are time or temperature sensitive, drugs that cannot legally be sent by U.S. Mail, and drugs that require professional administration or observation.

**Maintenance Medications:** A covered drug anticipated to be required for six (6) months or more to treat a chronic condition.

**Medical Literature:** Scientific studies published in a peer-reviewed, national, professional medical journal.

#### **N**

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**Non-Plan Pharmacy:** A pharmacy that has not contracted with the Health Plan, or the Health Plan's agent, to provide pharmacy services.

**Non-Preferred Drug:** Includes all other Generic and Brand Name Drugs on Tier 3.

#### **P**

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**Plan Pharmacy:** A pharmacy that is owned and operated by the Health Plan.

**Preferred Drug:** Generic or Brand Name Drug that is on the Formulary on Tier 1 or Tier 2.

**Prescription Drug (Rx) Deductible:** The amount, based on the Allowable Charge, that you must pay in a calendar year for covered Brand Name Drugs before you may purchase covered Brand Name Drugs for the rest of the calendar year, subject to the Copayment or Coinsurance listed in the *Summary of Cost Shares*, under "Copayment/Coinsurance."

#### **R**

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**Rare Medical Condition:** A disease or condition that affects two-hundred thousand (200,000) individuals in the United States or approximately one (1) in one thousand, five-hundred (1,500) individuals worldwide.

Rare Medical Conditions include, but are not limited to: Cystic Fibrosis, Hemophilia and Multiple Myeloma.

#### **S**

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**Specialty Drugs:** A prescription drug that:

1. Is prescribed for an individual with a Complex or Chronic Medical Condition, or a Rare Medical Condition;
2. Costs \$600 or more for up to a thirty (30)-day supply;
3. Is identified as a specialty drug by the Health Plan's Pharmacy and Therapeutics Committee;
4. Is subject to dispensing limitations set by the Health Plan's Pharmacy and Therapeutics Committee in accordance with therapeutic guidelines based on Medical Literature, Standard Reference Compendia and research.

**Standard Manufacturer's Package Size:** The volume or quantity of a drug or medication that is placed in a receptacle by the maker/distributor of the drug or medication and is intended by the maker/distributor to be distributed in that volume or quantity.

**Standard Reference Compendia:** Any authoritative compendia as recognized periodically by the federal Secretary of Health and Human Services, or the Commissioner.

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### Your Small Group Agreement and Evidence of Coverage

**Smoking Cessation Drugs:** Over-the-counter (OTC) and prescription drugs approved by the FDA to treat tobacco dependence.

#### Benefits

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Except as provided in *Section 3: Benefits, Exclusions and Limitations*, we cover drugs, as described below, when prescribed by a Plan Physician, a non-Plan Physician to whom you have an approved referral, or a dentist. Each prescription refill is subject to the same conditions as the original prescription. A Plan Provider prescribes drugs in accordance with the Health Plan's Formulary. If the price of the drug is less than the Copayment, you will pay the price of the drug. You must obtain covered drugs from a Plan Pharmacy. You may also obtain prescription drugs using our Mail Service Delivery Program, for which you may obtain details at a Plan Pharmacy.

We cover the following prescription drugs:

1. United States Food & Drug Administration (FDA)-approved drugs for which a prescription is required by law.
2. Compounded preparations that contain at least one ingredient requiring a prescription.
3. Self-injectable insulin. Supplies and equipment used to administer insulin are covered as described in *Section 3: Benefits, Exclusions and Limitations*, under the Diabetic Services benefit.
4. Self-administered injectable drugs.
5. Flu shots and their administration.
6. Oral chemotherapy drugs.
7. Drugs that are FDA-approved for use as contraceptives and diaphragms at no cost. For coverage of other types of contraception, including contraceptive injections, implants and devices, refer to the Family Planning Services benefit in *Section 3: Benefits, Exclusions and Limitations*.
8. Off-label use of drugs when a drug is recognized in Standard Reference Compendia or certain Medical Literature, as appropriate, in the treatment of the diagnosed condition.
9. Non-prescription drugs, when they are prescribed by a Plan Provider, and are listed on the Formulary.
10. Growth hormone therapy (GHT) for treatment of children under age eighteen (18) with a growth hormone deficiency; or when prescribed by a Plan Physician, pursuant to clinical guidelines for adults.
11. Limited Distribution Drugs (LDD), regardless of where they are purchased, are covered the same as if they were purchased at a Plan Pharmacy.
12. Prescription eye drops and refills in accordance with guidance for early refills of topical ophthalmic products provided by the Centers for Medicare and Medicaid Services (CMS) and if the:
  - a. Original prescription indicates additional quantities are needed; and
  - b. Refill requested does not exceed the number of refills indicated on the original prescription.
13. Any prescription drug approved by the FDA as an aid for the cessation of the use of tobacco products. Tobacco products include cigarettes, cigars, nicotine patches and gum, smoking tobacco, snuff, smokeless tobacco and candy-like products that contain tobacco.
14. FDA-approved drugs for which a prescription is required by law and for which there is not a non-prescription drug that is the identical chemical equivalent.

In the following circumstances, you can obtain an additional thirty (30)-day supply from your pharmacist:

1. You have lost your medication;

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

2. Your medication was stolen; or
3. Your physician increases the amount of your dosage.

The Health Plan's Pharmacy and Therapeutics Committee sets dispensing limitations in accordance with therapeutic guidelines based on the Medical Literature, Standard Reference Compendia and research. The committee also meets periodically to consider adding and removing prescribed drugs on the Formulary.

Certain covered outpatient prescription drugs may be subject to utilization management such as Prior Authorization, step therapy and other requirements. A list of drugs subject to utilization management is available to you upon request.

If you would like information about whether a particular drug is included in our Formulary, please visit us online at:

<https://healthy.kaiserpermanente.org/content/dam/kporg/final/documents/formularies/mas/marketplace-formulary-mas-en.pdf>

You may also contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1- 800-777-7902 or 711 (TTY).

### **Where to Purchase Covered Drugs**

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Except for Emergency Services and Urgent Care Services, as defined in the section Important Terms You Should Know in your Membership Agreement and Evidence of Coverage, you must obtain prescribed drugs from a Plan Pharmacy or through the Health Plan's Mail Service Delivery Program, subject to the Cost Shares listed on the attached *Summary of Cost Shares* under Copayment/Coinsurance. Most non-refrigerated prescription medications ordered through the Health Plan's Mail Service Delivery Program can be delivered to addresses in MD, VA, and D.C., and certain locations outside the Service Area.

Members may obtain prescribed drugs and accessories from either a Plan Pharmacy or a Non-Plan Pharmacy (or its intermediary) only if it has previously notified the Health Plan, by facsimile or otherwise, of its agreement to accept, as payment in full, a reimbursement for its Services at rates applicable to Plan Network Pharmacies, including any prescription Coinsurance consistently imposed by the Plan.

### **Services of Non-Plan Pharmacies**

Notwithstanding any provision in this Agreement to the contrary, you have coverage for outpatient prescription drug services provided to you by a Non-Plan Pharmacy (or its intermediary) that has previously notified the Health Plan of its agreement to accept, as payment in full, reimbursement for its services at rates applicable to our Health Plan's Pharmacy network providers. This shall include any applicable copayment, coinsurance and/or deductible (if any) amounts as payment in full, to the same extent as coverage for outpatient prescription drug services provided to you by Plan Pharmacies participating in our pharmacy network. Note, however, that this paragraph shall not apply to any pharmacy which does not execute a participating pharmacy agreement with the Health Plan or its designee within thirty (30) days of being requested to do so in writing by the Health Plan, unless and until the pharmacy executes and delivers the agreement.

If you have a prescription filled at a Non-Plan Pharmacy (or its intermediary), you must complete and submit a claim form. Reimbursement will be based on what a Plan Pharmacy would receive had the prescription been filled at a Plan Pharmacy. You will remain responsible for any applicable copayment, coinsurance and/or deductible. If you have questions or need a claim form, visit [www.kp.org](http://www.kp.org) or contact

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY). This provision does not apply when prescription drugs are purchased from a Non-Plan Pharmacy that has agreed to accept reimbursement for its services at rates applicable to a Plan Pharmacy. In this case, you are not required to submit a claim for reimbursement.

### **Generic and Preferred Drug Requirements**

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#### **Generic vs. Brand Name Drugs**

We cover Generic and Brand Name Drugs, including those for Specialty Drugs and biological drugs. Plan Pharmacies, Participating Network Pharmacies, and our Mail Service Delivery Program will substitute a generic equivalent for a Brand Name Drug when a generic equivalent is listed as a Preferred Drug unless one of the following is met:

1. The Provider has prescribed a Brand Name Drug and has indicated “dispense as written,” also sometimes referred to as “(DAW)” on the prescription;
2. The Brand Name Drug is listed on our Formulary as a Preferred Drug;
3. The Brand Name Drug is prescribed by a:
  - a. Plan Physician;
  - b. Non-Plan Physician to whom you have an approved referral;
  - c. Non-Plan Physician consulted due to an emergency or for out-of-area urgent care; or
  - d. Dentist; and
    - i. There is no equivalent Generic Drug; or
    - ii. An equivalent Generic Drug has:
      - a. Been ineffective in treating the disease or condition of the Member; or
      - b. Caused or is likely to cause an adverse reaction or other harm to the Member.

If a Member requests a Brand Name Drug, not on the Formulary, for which there is a generic equivalent and items #3(d)(ii)(a) and #3(d)(ii)(b) have not been met, the Member will be responsible for the full Allowable Charge for the Brand Name Drug.

#### **Step Therapy Exception Process**

A step therapy exception request will be granted if your Plan Provider’s submitted justification and supporting clinical documentation are determined to support their statement that:

1. The required prescription drug is contraindicated;
2. The required drug would be ineffective based on the known clinical characteristics of the patient and the known characteristics of the prescription drug regimen;
3. The Member has tried the step therapy required prescription drug while under their current or previous health benefit plan and such prescription drug was discontinued due to lack of efficacy or effectiveness, diminished effect, or an adverse event; or
4. The Member is currently receiving a positive therapeutic outcome on a prescription drug recommended by their provider for the medical condition under consideration while on a current or the immediately preceding health benefit plan;

If a step therapy exception is granted, we will authorize coverage for the prescription drug prescribed by your Plan Provider provided that the prescription drug is covered by us.

We will respond to a step therapy exception request within seventy-two (72) hours of receiving the request and notify you of our Coverage Decision or if the request requires supplementation. If waiting up to

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

seventy-two (72) hours could be harmful to your health, either you, your Kaiser Permanente physician, or Plan Provider can request an expedited exception. If the expedited exception request is approved, we will respond within twenty-four (24) hours of receiving the request.

You may appeal any step therapy exception request denial following the appeals process as described in ***Section 5: Filing Claims, Appeals and Grievances.***

#### **General Formulary Exception Process**

Without any additional Cost Share beyond that provided for a Formulary prescription drug covered by us, a Member may request a specific, Medically Necessary non-Formulary prescription drug if the Formulary drug is determined by us, after reasonable investigation and consultation with the prescribing physician, to be an inappropriate therapy for the medical condition of the Member. Such a request will be reviewed and a Coverage Decision provided by us within one (1) business day of receipt.

Without any additional Cost Share beyond that provided for a Formulary prescription drug covered by us, a Member may request a specific, Medically Necessary non-Formulary prescription drug they have been receiving for at least six (6) months previous to the development or revision of the Formulary and the prescribing physician has determined that the Formulary drug is an inappropriate therapy for the Member or that changing drug therapy presents a significant health risk to the Member. Such a request will be reviewed a Coverage Decision provided by us within one (1) business day of receipt.

If you would like detailed information on the formulary exception process, please visit [www.kp.org](http://www.kp.org) or call our Member Services Call Center, Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

Except for modifications that occur at time of coverage renewal, we will provide at least thirty (30)-days prior written notice of modification to a Formulary that results in the movement of a prescription drug to a tier with higher Cost Sharing requirements.

#### **Preferred vs. Non-Preferred Drugs**

We cover Preferred and Non-Preferred Drugs, including Specialty Drugs and biological drugs. Plan Pharmacies, Participating Network Pharmacies, and our Mail Service Delivery Program will dispense a Preferred Drug unless the following criteria are met:

The Non-Preferred Drug is prescribed by a:

1. Plan Physician;
2. Non-Plan Physician to whom you have a referral; or
3. Non-Plan Physician consulted due to an emergency or for out-of-area urgent care; or
4. Dentist; and
  - a. There is no equivalent drug in our Formulary; or
  - b. An equivalent drug in our Formulary has:
    - i. Been ineffective in treating the disease or condition of the Member; or
    - ii. Caused or is likely to cause an adverse reaction or other harm to the Member.

If the above criteria are met, the applicable Tier Cost Share will apply based on the Formulary. If the Member requests a drug, not on the Formulary, and the criteria are not met, the Member will be responsible for the full Allowable Charge. The Health Plan, upon consultation with the prescribing provider, shall act on urgent requests within one business day of receipt of the request.

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### **Your Small Group Agreement and Evidence of Coverage**

The Health Plan will treat the drug(s) obtained as prescribed above, under ***Generic vs. Brand Name Drugs*** and ***Preferred vs. Non-Preferred Drugs***, as an Essential Health Benefit, including by counting any Cost Sharing towards the health benefit plan's Out-of-Pocket Maximum described in the ***Summary of Cost Shares*** Appendix of this Agreement.

#### **Dispensing Limitations**

Except for Maintenance Medications and contraceptive drugs as described below, Members may obtain up to a thirty (30)-day supply and will be charged the applicable Copayment or Coinsurance based on the:

1. Prescribed dosage;
2. Standard Manufacturers Package Size; and
3. Specified dispensing limits.

Drugs that have a short shelf life may require dispensing in smaller quantities to assure that the quality is maintained. Such drugs will be limited to a thirty (30)-day supply. If a drug is dispensed in several smaller quantities (for example, three (3) ten (10)-day supplies), you will be charged only one Cost Share at the initial dispensing for each thirty (30)-day supply.

Except for Maintenance Medications and contraceptive drugs, as described immediately below, injectable drugs that are self-administered and dispensed from the pharmacy are limited to a thirty (30)-day supply.

#### **Maintenance Medication Dispensing Limitations**

Members may obtain up to a ninety (90)-day supply of Maintenance Medications in a single prescription, when authorized by the prescribing Plan Provider, or by a dentist or a referral physician. This does not apply to the first prescription or change in a prescription. The day supply is based on the:

1. Prescribed dosage;
2. Standard Manufacturer's Package Size; and
3. Specified dispensing limits.

#### **Contraceptive Drug Dispensing Limitations**

Members may obtain up to a twelve (12)-month supply of prescription contraceptives in a single prescription, when authorized by the prescribing Plan Provider or a referral physician, pharmacy or at a location licensed or otherwise authorized to dispense drugs or supplies.

#### **Obtaining Reimbursement for Prescriptions Covered Outside the Service Area**

The Health Plan covers drugs prescribed by non-Plan Providers and purchased at non-Plan Pharmacies when the drug was prescribed during the course of an emergency care Visit or an urgent care Visit (see Emergency Services and Urgent Care Services, as defined in the ***section Important Terms You Should Know*** in your Membership Agreement and Evidence of Coverage), or that are associated with a covered, authorized referral inside or outside of the Health Plan's Service Area. To obtain reimbursement, the Member must submit a copy of the itemized receipts for their prescriptions to the Health Plan. We may require proof that urgent or emergency care Services were provided. Reimbursement will be made at the Allowable Charge less the applicable Cost Share, as described in the ***Summary of Cost Shares*** section of this Agreement. Claims should be submitted to:

Kaiser Permanente National Claims Administration - Mid-Atlantic States  
P.O. Box 371860  
Denver, CO 80237-9998



# Kaiser Permanente

## Your Small Group Agreement and Evidence of Coverage

### Limitations

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For drugs prescribed by dentists, coverage is limited to antibiotics and pain relief drugs that are included on our Formulary and purchased at a Plan Pharmacy, unless the criteria for coverage of Non-Preferred Drugs has been met. The Non-Preferred Drugs coverage criteria is detailed in the above subsection titled *Preferred vs. Non-Preferred Drugs*.

In the event of a civil emergency or the shortage of one or more prescription drugs, we may limit availability in consultation with the Health Plan's emergency management department/our Pharmacy and Therapeutics Committee. If limited, the applicable Cost Share per prescription will apply. However, a Member may file a claim for the difference between the Cost Share for a full prescription and the pro-rata Cost Share for the actual amount received. Instructions for filing a claim can be found in **Section 5: Filing Claims, Appeals and Grievances**. Claims should be submitted to:

Kaiser Permanente National Claims Administration - Mid-Atlantic States  
P.O. Box 371860  
Denver, CO 80237-9998

### Exclusions

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The following drugs are not covered under the Outpatient Prescription Drug Benefit. Please note that certain Services excluded below may be covered under other benefits in Section 3: Benefits, Exclusions and Limitations.

Please refer to the applicable benefit to determine if drugs are covered:

1. Drugs for which a prescription is not required by law, except for non-prescription drugs that are prescribed by a Plan Provider and are listed in our Formulary.
2. Compounded preparations that do not contain at least one (1) ingredient requiring a prescription and are not listed in our Formulary.
3. Take home drugs received from a hospital, Skilled Nursing Facility or other similar Facility. Refer to Hospital Inpatient Care and Skilled Nursing Facility Care in **Section 3: Benefits, Exclusions and Limitations**.
4. Drugs that are considered to be experimental or investigational. Refer to Clinical Trials in **Section 3: Benefits, Exclusions and Limitations**.
5. Except as specifically covered under this Outpatient Prescription Drug Benefit, a drug:
  - a. That can be obtained without a prescription; or
  - b. For which there is a non-prescription drug that is the identical chemical equivalent (i.e., the same active ingredient and dosage) to a prescription drug, unless otherwise prohibited by state or federal laws governing Essential Health Benefits.
6. Drugs for which the Member is not legally obligated to pay, or for which no charge is made.
7. Drugs or dermatological preparations, ointments, lotions and creams prescribed for cosmetic purposes including but not limited to drugs used to retard or reverse the effects of skin aging or to treat nail fungus or hair loss.
8. Medical foods. Refer to "Medical Foods" in **Section 3: Benefits, Exclusions and Limitations**.
9. Drugs for the palliation and management of terminal illness if they are provided by a licensed hospice agency to a Member participating in our hospice care program. Refer to Hospice Care in **Section 3: Benefits, Exclusions and Limitations**.

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

10. Prescribed drugs and accessories that are necessary for Services that are excluded under this Agreement.
11. Special packaging (e.g., blister pack, unit dose, unit-of-use packaging) that is different from the Health Plan's standard packaging for prescription drugs.
12. Alternative formulations or delivery methods that are different from the Health Plan's standard formulation or delivery method for prescription drugs and deemed not Medically Necessary.
13. Drugs and devices that are provided during a covered stay in a Hospital or Skilled Nursing Facility, or that require administration or observation by medical personnel and are provided to you in a medical office or during home visits. This includes the equipment and supplies associated with the administration of a drug. Refer to Drugs, Supplies, and Supplements and Home Health Services in ***Section 3: Benefits, Exclusions and Limitations***.
14. Bandages or dressings. Refer to Drugs, Supplies, and Supplements and Home Health Services in ***Section 3: Benefits, Exclusions and Limitations***.
15. Diabetic equipment and supplies. Refer to Diabetic Services in ***Section 3: Benefits, Exclusions and Limitations***.
16. Growth hormone therapy (GHT) for treatment of adults age eighteen (18) or older, except when prescribed by a Plan Physician, pursuant to clinical guidelines for adults.
17. Immunizations and vaccinations solely for the purpose of travel. Refer to "***Outpatient Care***" in ***Section 3: Benefits, Exclusions and Limitations***.
18. Any prescription drug product that is therapeutically equivalent to an over-the-counter drug, upon a review and determination by the Health Plan's Pharmacy and Therapeutics Committee. The determination by the Health Plan's Pharmacy and Therapeutics Committee is subject to appeal if the prescribing physician believes the over-the-counter therapeutically equivalent drug is inappropriate therapy for treatment of the patient's condition.
19. Drugs for weight management.
20. Drugs for treatment of sexual dysfunction disorder, such as erectile dysfunction.

# Kaiser Permanente

## Your Small Group Agreement and Evidence of Coverage

### SECTION A: Outpatient Prescription Drug Benefit

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The Health Plan will provide coverage for prescription drugs as described below.

#### Important Terms You Should Know

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**Allowable Charge:** Has the same meaning as defined in the section *Important Terms You Should Know* in your Membership Agreement and Evidence of Coverage.

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**Brand Name Drug:** A prescription drug that has been patented and is produced by only one (1) manufacturer.

**Biosimilar:** FDA-approved biologics that are highly similar to a brand biologic product.

#### C

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**Coinsurance:** A percentage of the Allowable Charge that you must pay for each prescription or prescription refill.

**Complex or Chronic Medical Condition:** A physical, behavioral or developmental condition that:

1. May have no known cure;
2. Is progressive; or
3. Can be debilitating or fatal if left untreated or undertreated.

Complex or Chronic Medical Conditions include, but are not limited to: Multiple Sclerosis, Hepatitis C and Rheumatoid Arthritis.

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**Copayment:** The specific dollar amount that you must pay for each prescription or prescription refill.

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**Food & Drug Administration/FDA:** The United States Food & Drug Administration.

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**Generic Drug:** A prescription drug that does not bear the trademark of a specific manufacturer. It is chemically the same as a Brand Name Drug.

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**Limited Distribution Drug (LDD):** A prescription drug that is limited in distribution by the manufacturer or FDA.

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## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

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**Non-Plan Pharmacy:** A pharmacy that has not contracted with the Health Plan, or the Health Plan's agent, to provide pharmacy services.

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#### **P**

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**Plan Pharmacy:** A pharmacy that is owned and operated by the Health Plan.

**Preferred Drug:** Generic or Brand Name Drug that is on the Formulary on Tier 1 or Tier 2.

**Prescription Drug (Rx) Deductible:** The amount, based on the Allowable Charge, that you must pay in a calendar year for covered Brand Name Drugs before you may purchase covered Brand Name Drugs for the rest of the calendar year, subject to the Copayment or Coinsurance listed in the *Summary of Cost Shares*, under "Copayment/Coinsurance."

#### **R**

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**Rare Medical Condition:** A disease or condition that affects two-hundred thousand (200,000) individuals in the United States or approximately one (1) in one thousand, five-hundred (1,500) individuals worldwide.

Rare Medical Conditions include, but are not limited to: Cystic Fibrosis, Hemophilia and Multiple Myeloma.

#### **S**

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**Specialty Drugs:** A prescription drug that:

1. Is prescribed for an individual with a Complex or Chronic Medical Condition, or a Rare Medical Condition;
2. Costs \$600 or more for up to a thirty (30)-day supply;
3. Is identified as a specialty drug by the Health Plan's Pharmacy and Therapeutics Committee;
4. Is subject to dispensing limitations set by the Health Plan's Pharmacy and Therapeutics Committee in accordance with therapeutic guidelines based on Medical Literature, Standard Reference Compendia and research.

**Standard Manufacturer's Package Size:** The volume or quantity of a drug or medication that is placed in a receptacle by the maker/distributor of the drug or medication and is intended by the maker/distributor to be distributed in that volume or quantity.

**Standard Reference Compendia:** Any authoritative compendia as recognized periodically by the federal Secretary of Health and Human Services, or the Commissioner.

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**Smoking Cessation Drugs:** Over-the-counter (OTC) and prescription drugs approved by the FDA to treat tobacco dependence.

#### Benefits

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Except as provided in *Section 3: Benefits, Exclusions and Limitations*, we cover drugs, as described below, when prescribed by a Plan Physician, a non-Plan Physician to whom you have an approved referral, or a dentist. Each prescription refill is subject to the same conditions as the original prescription. A Plan Provider prescribes drugs in accordance with the Health Plan's Formulary. If the price of the drug is less than the Copayment, you will pay the price of the drug. You must obtain covered drugs from a Plan Pharmacy. You may also obtain prescription drugs using our Mail Service Delivery Program, for which you may obtain details at a Plan Pharmacy.

We cover the following prescription drugs:

1. United States Food & Drug Administration (FDA)-approved drugs for which a prescription is required by law.
2. Compounded preparations that contain at least one ingredient requiring a prescription.
3. Self-injectable insulin. Supplies and equipment used to administer insulin are covered as described in *Section 3: Benefits, Exclusions and Limitations*, under the Diabetic Services benefit.
4. Self-administered injectable drugs.
5. Flu shots and their administration.
6. Oral chemotherapy drugs.
7. Drugs that are FDA-approved for use as contraceptives and diaphragms at no cost. For coverage of other types of contraception, including contraceptive injections, implants and devices, refer to the Family Planning Services benefit in *Section 3: Benefits, Exclusions and Limitations*.
8. Off-label use of drugs when a drug is recognized in Standard Reference Compendia or certain Medical Literature, as appropriate, in the treatment of the diagnosed condition.
9. Non-prescription drugs, when they are prescribed by a Plan Provider, and are listed on the Formulary.
10. Growth hormone therapy (GHT) for treatment of children under age eighteen (18) with a growth hormone deficiency; or when prescribed by a Plan Physician, pursuant to clinical guidelines for adults.
11. Limited Distribution Drugs (LDD), regardless of where they are purchased, are covered the same as if they were purchased at a Plan Pharmacy.
12. Prescription eye drops and refills in accordance with guidance for early refills of topical ophthalmic products provided by the Centers for Medicare and Medicaid Services (CMS) and if the:
  - a. Original prescription indicates additional quantities are needed; and
  - b. Refill requested does not exceed the number of refills indicated on the original prescription.
13. Any prescription drug approved by the FDA as an aid for the cessation of the use of tobacco products. Tobacco products include cigarettes, cigars, nicotine patches and gum, smoking tobacco, snuff, smokeless tobacco and candy-like products that contain tobacco.
14. FDA-approved drugs for which a prescription is required by law and for which there is not a non-prescription drug that is the identical chemical equivalent.

In the following circumstances, you can obtain an additional thirty (30)-day supply from your pharmacist:

1. You have lost your medication;

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

2. Your medication was stolen; or
3. Your physician increases the amount of your dosage.

The Health Plan's Pharmacy and Therapeutics Committee sets dispensing limitations in accordance with therapeutic guidelines based on the Medical Literature, Standard Reference Compendia and research. The committee also meets periodically to consider adding and removing prescribed drugs on the Formulary.

Certain covered outpatient prescription drugs may be subject to utilization management such as Prior Authorization, step therapy and other requirements. A list of drugs subject to utilization management is available to you upon request.

If you would like information about whether a particular drug is included in our Formulary, please visit us online at:

<https://healthy.kaiserpermanente.org/content/dam/kporg/final/documents/formularies/mas/marketplace-formulary-mas-en.pdf>

You may also contact Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1- 800-777-7902 or 711 (TTY).

### **Where to Purchase Covered Drugs**

Except for Emergency Services and Urgent Care Services, as defined in the section Important Terms You Should Know in your Membership Agreement and Evidence of Coverage, you must obtain prescribed drugs from a Plan Pharmacy or through the Health Plan's Mail Service Delivery Program, subject to the Cost Shares listed on the attached *Summary of Cost Shares* under Copayment/Coinsurance. Most non-refrigerated prescription medications ordered through the Health Plan's Mail Service Delivery Program can be delivered to addresses in MD, VA, and D.C., and certain locations outside the Service Area.

Members may obtain prescribed drugs and accessories from either a Plan Pharmacy or a Non-Plan Pharmacy (or its intermediary) only if it has previously notified the Health Plan, by facsimile or otherwise, of its agreement to accept, as payment in full, a reimbursement for its Services at rates applicable to Plan Network Pharmacies, including any prescription Coinsurance consistently imposed by the Plan.

### **Services of Non-Plan Pharmacies**

Notwithstanding any provision in this Agreement to the contrary, you have coverage for outpatient prescription drug services provided to you by a Non-Plan Pharmacy (or its intermediary) that has previously notified the Health Plan of its agreement to accept, as payment in full, reimbursement for its services at rates applicable to our Health Plan's Pharmacy network providers. This shall include any applicable copayment, coinsurance and/or deductible (if any) amounts as payment in full, to the same extent as coverage for outpatient prescription drug services provided to you by Plan Pharmacies participating in our pharmacy network. Note, however, that this paragraph shall not apply to any pharmacy which does not execute a participating pharmacy agreement with the Health Plan or its designee within thirty (30) days of being requested to do so in writing by the Health Plan, unless and until the pharmacy executes and delivers the agreement.

If you have a prescription filled at a Non-Plan Pharmacy (or its intermediary), you must complete and submit a claim form. Reimbursement will be based on what a Plan Pharmacy would receive had the prescription been filled at a Plan Pharmacy. You will remain responsible for any applicable copayment, coinsurance and/or deductible. If you have questions or need a claim form, visit [www.kp.org](http://www.kp.org) or contact

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Member Services Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY). This provision does not apply when prescription drugs are purchased from a Non-Plan Pharmacy that has agreed to accept reimbursement for its services at rates applicable to a Plan Pharmacy. In this case, you are not required to submit a claim for reimbursement.

### **Generic and Preferred Drug Requirements**

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#### **Generic vs. Brand Name Drugs**

We cover Generic and Brand Name Drugs, including those for Specialty Drugs and biological drugs. Plan Pharmacies, Participating Network Pharmacies, and our Mail Service Delivery Program will substitute a generic equivalent for a Brand Name Drug when a generic equivalent is listed as a Preferred Drug unless one of the following is met:

1. The Provider has prescribed a Brand Name Drug and has indicated “dispense as written,” also sometimes referred to as “(DAW)” on the prescription;
2. The Brand Name Drug is listed on our Formulary as a Preferred Drug;
3. The Brand Name Drug is prescribed by a:
  - a. Plan Physician;
  - b. Non-Plan Physician to whom you have an approved referral;
  - c. Non-Plan Physician consulted due to an emergency or for out-of-area urgent care; or
  - d. Dentist; and
    - i. There is no equivalent Generic Drug; or
    - ii. An equivalent Generic Drug has:
      - a. Been ineffective in treating the disease or condition of the Member; or
      - b. Caused or is likely to cause an adverse reaction or other harm to the Member.

If a Member requests a Brand Name Drug, not on the Formulary, for which there is a generic equivalent and items #3(d)(ii)(a) and #3(d)(ii)(b) have not been met, the Member will be responsible for the full Allowable Charge for the Brand Name Drug.

#### **Step Therapy Exception Process**

A step therapy exception request will be granted if your Plan Provider’s submitted justification and supporting clinical documentation are determined to support their statement that:

1. The required prescription drug is contraindicated;
2. The required drug would be ineffective based on the known clinical characteristics of the patient and the known characteristics of the prescription drug regimen;
3. The Member has tried the step therapy required prescription drug while under their current or previous health benefit plan and such prescription drug was discontinued due to lack of efficacy or effectiveness, diminished effect, or an adverse event; or
4. The Member is currently receiving a positive therapeutic outcome on a prescription drug recommended by their provider for the medical condition under consideration while on a current or the immediately preceding health benefit plan;

If a step therapy exception is granted, we will authorize coverage for the prescription drug prescribed by your Plan Provider provided that the prescription drug is covered by us.

We will respond to a step therapy exception request within seventy-two (72) hours of receiving the request and notify you of our Coverage Decision or if the request requires supplementation. If waiting up to

## **Kaiser Permanente**

### **Your Small Group Agreement and Evidence of Coverage**

seventy-two (72) hours could be harmful to your health, either you, your Kaiser Permanente physician, or Plan Provider can request an expedited exception. If the expedited exception request is approved, we will respond within twenty-four (24) hours of receiving the request.

You may appeal any step therapy exception request denial following the appeals process as described in ***Section 5: Filing Claims, Appeals and Grievances.***

#### **General Formulary Exception Process**

Without any additional Cost Share beyond that provided for a Formulary prescription drug covered by us, a Member may request a specific, Medically Necessary non-Formulary prescription drug if the Formulary drug is determined by us, after reasonable investigation and consultation with the prescribing physician, to be an inappropriate therapy for the medical condition of the Member. Such a request will be reviewed and a Coverage Decision provided by us within one (1) business day of receipt.

Without any additional Cost Share beyond that provided for a Formulary prescription drug covered by us, a Member may request a specific, Medically Necessary non-Formulary prescription drug they have been receiving for at least six (6) months previous to the development or revision of the Formulary and the prescribing physician has determined that the Formulary drug is an inappropriate therapy for the Member or that changing drug therapy presents a significant health risk to the Member. Such a request will be reviewed a Coverage Decision provided by us within one (1) business day of receipt.

If you would like detailed information on the formulary exception process, please visit [www.kp.org](http://www.kp.org) or call our Member Services Call Center, Monday through Friday between 7:30 a.m. and 9 p.m. at 1-800-777-7902 or 711 (TTY).

Except for modifications that occur at time of coverage renewal, we will provide at least thirty (30)-days prior written notice of modification to a Formulary that results in the movement of a prescription drug to a tier with higher Cost Sharing requirements.

#### **Preferred vs. Non-Preferred Drugs**

We cover Preferred and Non-Preferred Drugs, including Specialty Drugs and biological drugs. Plan Pharmacies, Participating Network Pharmacies, and our Mail Service Delivery Program will dispense a Preferred Drug unless the following criteria are met:

The Non-Preferred Drug is prescribed by a:

1. Plan Physician;
2. Non-Plan Physician to whom you have a referral; or
3. Non-Plan Physician consulted due to an emergency or for out-of-area urgent care; or
4. Dentist; and
  - a. There is no equivalent drug in our Formulary; or
  - b. An equivalent drug in our Formulary has:
    - i. Been ineffective in treating the disease or condition of the Member; or
    - ii. Caused or is likely to cause an adverse reaction or other harm to the Member.

If the above criteria are met, the applicable Tier Cost Share will apply based on the Formulary. If the Member requests a drug, not on the Formulary, and the criteria are not met, the Member will be responsible for the full Allowable Charge. The Health Plan, upon consultation with the prescribing provider, shall act on urgent requests within one business day of receipt of the request.



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### **Your Small Group Agreement and Evidence of Coverage**

The Health Plan will treat the drug(s) obtained as prescribed above, under ***Generic vs. Brand Name Drugs*** and ***Preferred vs. Non-Preferred Drugs***, as an Essential Health Benefit, including by counting any Cost Sharing towards the health benefit plan's Out-of-Pocket Maximum described in the ***Summary of Cost Shares*** Appendix of this Agreement.

#### **Dispensing Limitations**

Except for Maintenance Medications and contraceptive drugs as described below, Members may obtain up to a thirty (30)-day supply and will be charged the applicable Copayment or Coinsurance based on the:

1. Prescribed dosage;
2. Standard Manufacturers Package Size; and
3. Specified dispensing limits.

Drugs that have a short shelf life may require dispensing in smaller quantities to assure that the quality is maintained. Such drugs will be limited to a thirty (30)-day supply. If a drug is dispensed in several smaller quantities (for example, three (3) ten (10)-day supplies), you will be charged only one Cost Share at the initial dispensing for each thirty (30)-day supply.

Except for Maintenance Medications and contraceptive drugs, as described immediately below, injectable drugs that are self-administered and dispensed from the pharmacy are limited to a thirty (30)-day supply.

#### **Maintenance Medication Dispensing Limitations**

Members may obtain up to a ninety (90)-day supply of Maintenance Medications in a single prescription, when authorized by the prescribing Plan Provider, or by a dentist or a referral physician. This does not apply to the first prescription or change in a prescription. The day supply is based on the:

1. Prescribed dosage;
2. Standard Manufacturer's Package Size; and
3. Specified dispensing limits.

#### **Contraceptive Drug Dispensing Limitations**

Members may obtain up to a twelve (12)-month supply of prescription contraceptives in a single prescription, when authorized by the prescribing Plan Provider or a referral physician, pharmacy or at a location licensed or otherwise authorized to dispense drugs or supplies.

#### **Obtaining Reimbursement for Prescriptions Covered Outside the Service Area**

The Health Plan covers drugs prescribed by non-Plan Providers and purchased at non-Plan Pharmacies when the drug was prescribed during the course of an emergency care Visit or an urgent care Visit (see Emergency Services and Urgent Care Services, as defined in the ***section Important Terms You Should Know*** in your Membership Agreement and Evidence of Coverage), or that are associated with a covered, authorized referral inside or outside of the Health Plan's Service Area. To obtain reimbursement, the Member must submit a copy of the itemized receipts for their prescriptions to the Health Plan. We may require proof that urgent or emergency care Services were provided. Reimbursement will be made at the Allowable Charge less the applicable Cost Share, as described in the ***Summary of Cost Shares*** section of this Agreement. Claims should be submitted to:

Kaiser Permanente National Claims Administration - Mid-Atlantic States  
P.O. Box 371860  
Denver, CO 80237-9998

# Kaiser Permanente

## Your Small Group Agreement and Evidence of Coverage

### Limitations

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For drugs prescribed by dentists, coverage is limited to antibiotics and pain relief drugs that are included on our Formulary and purchased at a Plan Pharmacy, unless the criteria for coverage of Non-Preferred Drugs has been met. The Non-Preferred Drugs coverage criteria is detailed in the above subsection titled *Preferred vs. Non-Preferred Drugs*.

In the event of a civil emergency or the shortage of one or more prescription drugs, we may limit availability in consultation with the Health Plan's emergency management department/our Pharmacy and Therapeutics Committee. If limited, the applicable Cost Share per prescription will apply. However, a Member may file a claim for the difference between the Cost Share for a full prescription and the pro-rata Cost Share for the actual amount received. Instructions for filing a claim can be found in **Section 5: Filing Claims, Appeals and Grievances**. Claims should be submitted to:

Kaiser Permanente National Claims Administration - Mid-Atlantic States  
P.O. Box 371860  
Denver, CO 80237-9998

### Exclusions

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The following drugs are not covered under the Outpatient Prescription Drug Benefit. Please note that certain Services excluded below may be covered under other benefits in Section 3: Benefits, Exclusions and Limitations.

Please refer to the applicable benefit to determine if drugs are covered:

1. Drugs for which a prescription is not required by law, except for non-prescription drugs that are prescribed by a Plan Provider and are listed in our Formulary.
2. Compounded preparations that do not contain at least one (1) ingredient requiring a prescription and are not listed in our Formulary.
3. Take home drugs received from a hospital, Skilled Nursing Facility or other similar Facility. Refer to Hospital Inpatient Care and Skilled Nursing Facility Care in **Section 3: Benefits, Exclusions and Limitations**.
4. Drugs that are considered to be experimental or investigational. Refer to Clinical Trials in **Section 3: Benefits, Exclusions and Limitations**.
5. Except as specifically covered under this Outpatient Prescription Drug Benefit, a drug:
  - a. That can be obtained without a prescription; or
  - b. For which there is a non-prescription drug that is the identical chemical equivalent (i.e., the same active ingredient and dosage) to a prescription drug, unless otherwise prohibited by state or federal laws governing Essential Health Benefits.
6. Drugs for which the Member is not legally obligated to pay, or for which no charge is made.
7. Drugs or dermatological preparations, ointments, lotions and creams prescribed for cosmetic purposes including but not limited to drugs used to retard or reverse the effects of skin aging or to treat nail fungus or hair loss.
8. Medical foods. Refer to "Medical Foods" in **Section 3: Benefits, Exclusions and Limitations**.
9. Drugs for the palliation and management of terminal illness if they are provided by a licensed hospice agency to a Member participating in our hospice care program. Refer to Hospice Care in **Section 3: Benefits, Exclusions and Limitations**.

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### **Your Small Group Agreement and Evidence of Coverage**

10. Prescribed drugs and accessories that are necessary for Services that are excluded under this Agreement.
11. Special packaging (e.g., blister pack, unit dose, unit-of-use packaging) that is different from the Health Plan's standard packaging for prescription drugs.
12. Alternative formulations or delivery methods that are different from the Health Plan's standard formulation or delivery method for prescription drugs and deemed not Medically Necessary.
13. Drugs and devices that are provided during a covered stay in a Hospital or Skilled Nursing Facility, or that require administration or observation by medical personnel and are provided to you in a medical office or during home visits. This includes the equipment and supplies associated with the administration of a drug. Refer to Drugs, Supplies, and Supplements and Home Health Services in ***Section 3: Benefits, Exclusions and Limitations***.
14. Bandages or dressings. Refer to Drugs, Supplies, and Supplements and Home Health Services in ***Section 3: Benefits, Exclusions and Limitations***.
15. Diabetic equipment and supplies. Refer to Diabetic Services in ***Section 3: Benefits, Exclusions and Limitations***.
16. Growth hormone therapy (GHT) for treatment of adults age eighteen (18) or older, except when prescribed by a Plan Physician, pursuant to clinical guidelines for adults.
17. Immunizations and vaccinations solely for the purpose of travel. Refer to "***Outpatient Care***" in ***Section 3: Benefits, Exclusions and Limitations***.
18. Any prescription drug product that is therapeutically equivalent to an over-the-counter drug, upon a review and determination by the Health Plan's Pharmacy and Therapeutics Committee. The determination by the Health Plan's Pharmacy and Therapeutics Committee is subject to appeal if the prescribing physician believes the over-the-counter therapeutically equivalent drug is inappropriate therapy for treatment of the patient's condition.
19. Drugs for weight management.
20. Drugs for treatment of sexual dysfunction disorder, such as erectile dysfunction.

# Kaiser Permanente Your Small Group Agreement and Evidence of Coverage

## Section B. Pediatric Dental Plan

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This Pediatric Dental Plan, for Members under age 19, is effective as of the date of your Kaiser Permanente for Membership Agreement (Agreement) and shall terminate as of the date your Agreement terminates, or the date that is the end of the month in which the Member attains age 19, whichever is earlier.

The following dental Services shall be included in the Kaiser Permanente Membership Agreement.

### Definitions

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The following terms, when capitalized and used in any part of this Pediatric Dental Plan, mean:

**Covered Dental Services:** A range of diagnostic, preventive, restorative, endodontic, periodontic, prosthetic, orthodontic and oral surgery Services that are covered under this Pediatric Dental Plan and listed in the *Pediatric Dental Plan Schedule of Dental Copayments* attached to this Agreement.

**Covered Preventive Care Dental Services:** These include, but are not limited to: oral evaluation, cleaning and certain diagnostic X-rays.

**Dental Administrator:** The entity that has entered into a contract with the Health Plan to provide or arrange for the provision of Covered Dental Services. The name and information about the Dental Administrator can be found under General Provisions below.

**Dental Copayment:** The discounted Copayment that a Participating Dental Provider charges you for a Covered Dental Service. Dental Copayments are reviewed annually and subject to change effective January 1 of each year.

**Dental Specialist:** A Participating Dental Provider that is a dental specialist.

**General Dentist:** A Participating Dental Provider that is a general dentist.

**Participating Dental Provider:** A licensed dentist who has entered into an agreement with the Dental Administrator to provide Covered Preventive Care Dental Services, Covered Dental Services and/or other dental Services at negotiated contracted rates.

### General Provisions

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Subject to the terms, conditions, limitations, and exclusions specified in this Pediatric Dental Plan, you may receive Covered Preventive Care Dental and Covered Dental Services from Participating Dental Providers. You may receive Covered Dental Services from a non-Participating Dental Provider for emergencies, urgent care received outside the Health Plan's Service Area, and Services obtained pursuant to a referral to a non-participating specialist.

The Health Plan has entered into an agreement with the Dental Administrator to provide Covered Preventive Care Dental Services and certain other Covered Dental Services through its Participating Dental Providers.

Attached is a list of Covered Preventive Care Dental Services and other Covered Dental Services and the associated Dental Copayments that you will be charged for each Service. You will pay a fixed Copayment for each office visit. The fixed Copayment does not apply to certain preventive Services.

You will pay Dental Copayments for certain other Covered Dental Services you receive from Participating Dental Providers. You will pay the applicable Dental Copayment directly to the Participating Dental Provider at the time Services are rendered. The Participating Dental Provider has agreed to accept that

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### **Your Small Group Agreement and Evidence of Coverage**

Dental Copayment as payment in full of the Member's responsibility for that procedure. Neither the Health Plan nor Dental Administrator are responsible for payment of these Copayments or for any fees incurred as the result of receipt of non-Covered Dental Services or any other non-covered dental service.

Covered Dental Services are not subject to a Deductible. Copayments set forth in the attached *Pediatric Dental Plan Schedule of Dental Copayments* apply toward the Out-of-Pocket Maximum listed in the *Summary of Cost Shares Appendix*.

You will receive a list of Participating Dental Providers from the Health Plan or from the Dental Administrator. You should select a Participating Dental Provider, who is a "General Dentist," from whom you and your covered family members will receive Covered Preventive Care Dental Services and other Covered Dental Services. Specialty care is also available should such care be required; however, you must be referred to a Dental Specialist by your General Dentist.

For assistance concerning the dental coverage benefit of your health insurance plan, you may contact the Health Plan's Member Services Department at the following telephone numbers:

Toll-Free: 1-800-777-7902

TTY number is: 711

#### **Dental Administrator**

The Health Plan has entered into an agreement with Dominion Dental Services USA, Inc., d/b/a Dominion National ("Dominion National"), to provide Covered Dental Services as described in this Pediatric Dental Plan. You may obtain a current list of Participating Dental Providers, Covered Dental Services and Dental Copayments by contacting Dominion National Service Team Associates, Monday through Friday from 7:30 a.m. to 6 p.m. (Eastern Time), at the following telephone numbers:

Toll-Free: 1-855-733-7524

TTY Line: 711

Dominion National's Integrated Voice Response System is available twenty-four (24) hours a day for information about Participating Dental Providers in your area, or to help you select a Participating Dental Provider. The most up-to-date list of Participating Dental Providers can be found at the following website:

[DominionNational.com/kaiserdentists](http://DominionNational.com/kaiserdentists)

Dominion National also provides many other secure features online at [DominionNational.com](http://DominionNational.com).

#### **Missed Appointment Fee**

Participating Dental Providers may charge you an administrative fee if you miss a scheduled dental appointment without giving twenty-four (24) hours advance notice. The fee may vary depending on the Participating Dental Provider, however in no event shall the missed appointment fee exceed \$50 for a single visit.

### **Specialist Referrals**

#### **Participating Specialist Referrals**

If, in the judgment of your General Dentist, you require the Services of a specialist, you may be referred to a Dental Specialist who will provide Covered Dental Services to you at the Dental Copayment for each procedure rendered. Please note that a referral is not required to receive Covered Dental Services from a participating pediatric dentist.

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## **Your Small Group Agreement and Evidence of Coverage**

### **Non-Participating Specialist Referrals**

Benefits may be provided for referrals to non-Participating Dental Provider specialists when:

1. You have been diagnosed by your General Dentist with a condition or disease that requires care from a dental specialist; and
  - a. The Health Plan and Dental Administrator do not have a Participating Dental Provider specialist who possesses the professional training and expertise required to treat the condition or disease; or
  - b. The Health Plan and Dental Administrator cannot provide reasonable access to a Dental Specialist with the professional training and expertise to treat the condition or disease without unreasonable delay or travel.

The Member's Cost Share will be calculated as if the provider rendering the Covered Dental Services was a Participating Dental Provider.

### **Standing Referrals to Dental Specialists**

If you suffer from a life-threatening, degenerative, chronic or disabling disease or condition that requires specialized care, your General Dentist may determine, in consultation with you and the Dental Specialist, that you would be best served through the continued care of a Dental Specialist. In such instances, the General Dentist will issue a standing referral to the Dental Specialist.

The standing referral will be made in accordance with a written treatment plan developed by the General Dentist, Dental Specialist, and you. The treatment plan may limit the number of visits to the Dental Specialist or the period of time in which visits to the Dental Specialist are authorized. The Health Plan retains the right to require the Dental Specialist to provide the General Dentist with ongoing communication regarding your treatment and dental health status.

### **Extension of Benefits**

In those instances when your coverage with the Health Plan has terminated, we will extend Covered Dental Services, without payment of Premiums, in the following instances:

1. If you are in the midst of a course of covered dental treatment at the time your coverage ends, we will continue to provide benefits, in accordance with the Agreement and Pediatric Dental Plan in effect at the time your coverage ended, for a period of ninety (90) days following the date your coverage ended.
2. If you are in the midst of a course of covered orthodontic treatment at the time your coverage ends, we will continue to provide benefits, in accordance with the Agreement and Dental in effect at the time your coverage ended, for a period of:
  - a. Sixty (60) days following the date your coverage ended, if the orthodontist has agreed to or is receiving monthly payments; or
  - b. Until the later of sixty (60) days following the date your coverage ended, or the end of the quarter in progress, if the orthodontist has agreed to accept or is receiving payments on a quarterly basis.

To assist us, if you believe you qualify under this "Extension of Benefits" provision, please notify us in writing.

### **Extension of Benefits Limitations**

The "Extension of Benefits" section listed above does not apply to the following:

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### **Your Small Group Agreement and Evidence of Coverage**

1. When coverage ends because of your failure to pay Premiums;
2. When coverage ends as the result of you committing fraud or material misrepresentation;
3. When coverage is provided by a succeeding health plan and that health plan's coverage:
  - a. Is provided at a cost to you that is less than or equal to the cost to you of the extended benefit available under this Pediatric Dental Plan; and
  - b. Will not result in an interruption of the Covered Dental Services you are receiving.

#### **Dental Emergencies Outside the Service Area**

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A Member may have emergency services rendered by any licensed dentist. Emergency services are defined as "palliative care of injury, toothache, or accident requiring the immediate attention of a dentist or hospital/ambulatory surgical care center. When a dental emergency occurs outside the Service Area, the Dental Administrator will reimburse you at the same amount as if you received services from your Participating Dentist. Any amount that is not reimbursed will contribute to the out-of-pocket maximum. Services are limited to those procedures not excluded under Plan Limitations and Exclusions. Proof of payment must be submitted to the Dental Administrator within ninety (90) days of treatment or as soon as reasonably possible. Proof of payment should be mailed to:

Dominion National  
P.O. Box 211424  
Eagan, MN 55121

Coverage is provided for emergency dental treatment as may be required to alleviate pain, bleeding, or swelling. You must receive all post-emergency care from your Participating Dental Provider.

#### **Pre-Authorization Benefits**

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The Dental Administrator may require the treating dentist to submit a treatment plan prior to initiating Services. The Dental Administrator may request X-rays or other dental records prior to issuing the pre-authorization. The proposed Services will be reviewed, and a pre-authorization will be issued to you or the dentist specifying coverage. The pre-authorization is not a guarantee of coverage and is considered valid for one-hundred eighty (180) days.

#### **Exclusions and Limitations**

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##### **Plan Exclusions**

The following Services are not covered under this Pediatric Dental Plan:

1. Services which are covered under worker's compensation or employer's liability laws.
2. Services which are not necessary for the patient's dental health as determined by the Plan.
3. Cosmetic, elective or aesthetic dentistry except as required due to accidental bodily injury to sound natural teeth as determined by the Plan.
4. Oral surgery requiring the setting of fractures or dislocations.
5. Services with respect to malignancies, cysts or neoplasms, hereditary, congenital, mandibular prognathism or development malformations where, in the opinion of the Plan, such services should not be performed in a dental office.
6. Dispensing of drugs.
7. Hospitalization for any dental procedure.
8. Treatment required for conditions resulting from major disaster, epidemic, war, acts of war, whether declared or undeclared, or while on active duty as a member of the armed forces of any

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nation.

9. Replacement due to loss or theft of prosthetic appliance.
10. Procedures not listed as covered benefits under this Plan.
11. Services obtained outside of the dental office in which enrolled and that are not preauthorized by such office or the Plan (with the exception of out-of-area emergencies).
12. Services related to the treatment of TMD (Temporomandibular Disorder), except if TMD is caused by severe, dysfunctional, handicapping malocclusion that requires medically necessary orthodontia services.
13. Services performed by a Participating Specialist without a referral from a Participating General Dentist (with the exception of Orthodontics). A referral form is required. Participating dentists should refer to Specialty Care Referral Guidelines.
14. Elective surgery including, but not limited to, extraction of non-pathologic, asymptomatic impacted teeth as determined by the Plan. The prophylactic removal of these teeth for medically necessary orthodontia services may be covered subject to review.
15. Non-medically necessary orthodontia and Phase I Treatment codes D8010 and D8050 for medically necessary orthodontia are not covered benefits under this policy. Discounts are provided to members through the Plan's agreements with its participating orthodontists. The provider agreements create no liability for payment by the Plan, and payments by the member for these services do not contribute to the Out-of-Pocket Maximum. The Invisalign system and similar specialized braces are not a covered benefit. See limitation No. 26 concerning medically necessary orthodontia.

#### **Plan Limitations**

Covered Dental Services are subject to the following limitations:

1. One (1) evaluation (D0120, D0145 or D0150) per six (6) months, per patient.
2. One (1) teeth cleaning (D1110 or D1120) is covered per six (6) months, per patient.
3. One (1) fluoride treatment is covered per six (6) months, per patient.
4. One (1) sealant per tooth, per lifetime, per patient (limited to occlusal surfaces of posterior permanent teeth without restorations or decay).
5. One (1) application of caries arresting medicament per primary tooth is covered per lifetime.
6. One (1) space maintainer (D1510, D1520, D1515 or D1525) is covered per twelve (12) months, per quadrant (unilateral) or per arch (bilateral), per patient.
7. One (1) distal shoe space maintainer, fixed, unilateral per lifetime.
8. Replacement of a filling is covered if it is more than twelve (12) months from the date of original placement.
9. Replacement of a crown, denture (fixed or removable), onlay (porcelain/ceramic) or labial veneer is covered if it is more than five (5) years from the date of original placement.
10. Replacement of a primary stainless-steel crown is covered if it is more than three (3) years from the date of original placement, per tooth, per patient.
11. Crown and bridge Copayments apply to treatment involving five (5) or fewer units when presented in a single treatment plan. Additional crown or bridge units, beginning with the sixth unit, are available at the provider's Usual, Customary, and Reasonable (UCR) fee, minus 25%.
12. Relining and rebasing of dentures is covered once per twenty-four (24) months, per patient, only after six (6) months of initial placement.



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13. Soft liner for complete or partial removable denture – indirect, limited to one (1) per twelve (12) months.
14. Root canal treatment is covered once per tooth, per lifetime, per patient. Retreatment of root canal is covered once per tooth, per lifetime, per patient, not within twenty-four (24) months, when done by the same provider/location.
15. Periodontal scaling and root planing (D4341 or D4342), osseous surgery (D4260 or D4261) and gingivectomy or gingivoplasty (D4210 or D4211) are limited to one (1) per twenty-four (24) months, per quadrant, per patient.
16. Scaling in presence of generalized moderate or severe gingival inflammation - full mouth, after oral evaluation and in lieu of a covered D1110, limited to once per two (2) years.
17. Full mouth debridement is covered once per twelve (12) months, per patient.
18. One (1) scaling and debridement in the presence of inflammation or mucositis of a single implant, including cleaning of the implant surfaces, without flap entry and closure, per two (2) years.
19. Procedure Code D4381 is limited to one (1) benefit per tooth for three (3) teeth per quadrant; or a total of twelve (12) teeth for all four (4) quadrants per twelve (12) months, per patient. Must have pocket depths of five (5) millimeters or greater.
20. Periodontal surgery of any type, including any associated material, is covered once every twenty-four (24) months, per quadrant or surgical site, per patient.
21. Periodontal maintenance after active therapy is covered four (4) times per twelve (12) months, per patient.
22. Coronectomy, intentional partial tooth removal, one (1) per lifetime.
23. Frenulectomy, one (1) per patient per lifetime.
24. All dental services that are to be rendered in a hospital setting require coordination and approval from both the dental insurer and the medical insurer before services can be rendered. Services delivered to the patient on the date of service are documented separately using applicable procedure codes.
25. Anesthesia requires a narrative of medical necessity be maintained in patient records. A maximum of sixty (60) minutes of services are allowed for general anesthesia and intravenous or non-intravenous conscious sedation. General anesthesia is not covered with procedure codes D9230, D9239 or D9243. Intravenous conscious sedation is not covered with procedure codes D9222, D9223 or D9230. Non-intravenous conscious sedation is not covered with procedure codes D9222, D9223 or D9230. Analgesia (nitrous oxide) is not covered with procedure codes D9222, D9223, D9239 or D9243.
26. Occlusal guard, by report, (for grinding and clenching of teeth).
27. Apexification, apicoectomy and clinical crown lengthening are each covered once per patient, per lifetime.
28. Orthodontics is only covered if medically necessary as determined by the Plan and is limited to one (1) treatment per lifetime. Orthodontics is covered for Members up until the attainment of age 19. Patient Copayments will apply to the routine orthodontic appliance portion of services only. Additional costs incurred will become the patient's responsibility.
29. Teledentistry synchronous (D9995) or asynchronous (D9996), must be accompanied by a covered procedure.

Only current ADA CDT codes are considered valid by the Dental Administrator.

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*Current Dental Terminology © American Dental Association*

**KAISER FOUNDATION HEALTH PLAN  
OF THE MID-ATLANTIC STATES, INC.**



By: \_\_\_\_\_

Gracelyn McDermott  
Vice President, Marketing, Sales & Business Development

SAMPLE

**Kaiser Permanente  
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**Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc.  
Pediatric Dental Plan  
2023 Schedule of Dental Fees**

**Description of Services & Fees for Pediatric Services (up to age 19).**

**Annual Out-of-Pocket Maximum**

You pay the Copayment set forth below for covered dental services until you reach the Out-of-Pocket Maximum shown in the *Summary of Services and Cost Shares* in this EOC. You will not be charged more than the amount of your Out-of-Pocket Maximum for any dental Services. Please refer to your medical plan for specific details.

Procedures not shown in this list are not covered. Refer to the *Pediatric Dental Plan Appendix* for a complete description of the terms and conditions of your covered dental benefit. Please refer to the *Pediatric Dental Plan Appendix* for further details on the program along with exclusions and limitations.

<b>ADA Code</b>	<b>Benefit</b>	<b>Member Copayment</b>
<b>Office Visit</b>		
D9439	Office visit	\$10
<b>Diagnostic/Preventive</b>		
D0120	Periodic oral eval - established patient	\$0
D0140	Limited oral eval - problem focused	\$0
D0145	Oral eval for a patient under three years of age	\$0
D0150	Comprehensive oral eval - new or established patient	\$0
D0160	Detailed and extensive oral eval - problem focused	\$0
D0170	Re-evaluation - limited, problem focused	\$0
D0210	Intraoral - complete series of radiographic images	\$26
D0220/30	Intraoral - periapical first radiographic image	\$0
D0240	Intraoral - occlusal radiographic image	\$0
D0250	Extraoral – 2D projection radiographic image	\$0
D0270-74	Bitewing x-rays – one to four radiographic images	\$0
D0277	Vertical bitewings - seven to eight radiographic images	\$0
D0330	Panoramic radiographic image	\$30
D0340	2D cephalometric radiographic image	\$0
D0350	2D oral/facial photographic image	\$0
D0351	3D photographic image	\$0
D0460	Pulp vitality tests	\$0
D0470	Diagnostic casts	\$0
D0600	Non-ionizing diagnostic procedure capable of quantifying, monitoring and recording changes in structure of enamel, dentin, and cementum	\$0
D0601	Caries risk assessment & documentation, with a finding of low risk	\$0
D0602	Caries risk assessment & documentation, with a finding of moderate risk	\$0

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<b>ADA Code</b>	<b>Benefit</b>	<b>Member Copayment</b>
D0603	Caries risk assessment & documentation, with a finding of high risk	\$0
D0701	Panoramic radiographic image – image capture only	\$0
D0702	2-D cephalometric radiographic image – image capture only	\$0
D0703	2-D oral/facial photographic image obtained intra-orally or extra-orally – image capture only	\$0
D0704	3-D photographic image – image capture only	\$0
D0705	Extra-oral posterior dental radiographic image – image capture only	\$0
D0706	Intraoral – occlusal radiographic image – image capture only	\$0
D0707	Intraoral – periapical radiographic image – image capture only	\$0
D0708	Intraoral – bitewing radiographic image – image capture only	\$0
D0709	Intraoral – complete series of radiographic images – image capture only	\$0
D1110	Prophylaxis (cleaning) - adult	\$0
D1120	Prophylaxis (cleaning) - child	\$0
D1206	Topical application of fluoride varnish	\$0
D1208	Topical application of fluoride – excluding varnish	\$0
D1310	Nutritional counseling for control of dental disease	\$0
D1320/30	Oral hygiene instructions	\$0
D1321	Counseling for the control and prevention of adverse oral, behavioral, and systemic health effects associated with high-risk substance use	\$0
D1351	Sealant – per tooth	\$21
D1352	Prev resin rest. mod/high caries risk – perm. tooth	\$21
D1354	Application of caries arresting medicament - per tooth	\$0
D1355	Caries preventive medicament application – per tooth	\$21
<b>Space Maintainers</b>		
D1510/20	Space maintainer - fixed/removable – unilateral – per quadrant	\$143
D1516	Space maintainer - fixed - bilateral, maxillary	\$198
D1517	Space maintainer - fixed - bilateral, mandibular	\$198
D1526	Space maintainer - removable - bilateral, maxillary	\$198
D1527	Space maintainer - removable - bilateral, mandibular	\$198
D1551	Re-cement or re-bond bilateral space maintainer – maxillary	\$34
D1552	Re-cement or re-bond bilateral space maintainer – mandibular	\$34
D1553	Re-cement or re-bond unilateral space maintainer – per quadrant	\$34
D1556	Removal of fixed unilateral space maintainer – per quadrant	\$44
D1557	Removal of fixed bilateral space maintainer – maxillary	\$44
D1558	Removal of fixed bilateral space maintainer – mandibular	\$44
D1575	Distal shoe space maintainer - fixed – unilateral – per quadrant	\$143

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<b>ADA Code</b>	<b>Benefit</b>	<b>Member Copayment</b>
<b>Restorative Dentistry (Fillings)</b>		
<b>Amalgam Restorations (Silver)</b>		
D2140	Amalgam - one surface, prim. or perm.	\$41
D2150	Amalgam - two surfaces, prim. or perm.	\$51
D2160	Amalgam - three surfaces, prim. or perm.	\$64
D2161	Amalgam - >=four surfaces, prim. or perm.	\$78
<b>Resin/Composite Restorations (Tooth Colored)</b>		
D2330	Resin-based composite - one surface, anterior	\$69
D2331	Resin-based composite - two surfaces, anterior	\$83
D2332	Resin-based composite - three surfaces, anterior	\$99
D2335	Resin-based composite - >=four surfaces, anterior	\$119
D2390	Resin-based composite crown, anterior	\$192
D2391	Resin-based composite - one surface, posterior	\$73
D2392	Resin-based composite - two surfaces, posterior	\$87
D2393	Resin-based composite - three surfaces, posterior	\$102
D2394	Resin-based composite - >=four surfaces, posterior	\$123
<b>Crowns and Bridges*</b>		
D2510	Inlay - metallic - one surface	\$407
D2520	Inlay - metallic - two surfaces	\$407
D2530	Inlay - metallic - three or more surfaces	\$425
D2542	Onlay - metallic-two surfaces	\$458
D2543	Onlay - metallic-three surfaces	\$524
D2544	Onlay - metallic-four or more surfaces	\$524
D2610	Inlay - porcelain/ceramic - one surface	\$427
D2620	Inlay - porcelain/ceramic - two surfaces	\$427
D2630	Inlay - porcelain/ceramic - >=three surfaces	\$445
D2642	Onlay - porcelain/ceramic - two surfaces	\$479
D2643/44	Onlay - porcelain/ceramic - >=three surfaces	\$499
D2650/51/52	Inlay - resin-based composite - >=one surface	\$440
D2662/63/64	Onlay - resin-based composite - >=two surfaces	\$444
D2710	Crown - resin based composite (indirect)	\$272
D2712	Crown - 3/4 resin-based composite (indirect)	\$485
D2720/21/22	Crown - resin with metal	\$495
D2740	Crown - porcelain/ceramic	\$560
D2750/51/52	Crown - porcelain fused metal	\$523
D2753	Crown - porcelain fused to titanium and titanium alloys	\$523
D2780/81/82	Crown - 3/4 cast with metal	\$478
D2783	Crown - 3/4 porcelain/ceramic	\$511

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<b>ADA Code</b>	<b>Benefit</b>	<b>Member Copayment</b>
D2790-94	Crown - full cast metal	\$495
D2910/20	Recement inlay, onlay/crown or partial coverage rest.	\$43
D2915	Recement cast or prefab. post and core	\$82
D2920	Recement crown	\$43
D2928	Prefab. porcelain/ceramic crown – permanent tooth	\$560
D2929	Prefab. porcelain/ceramic crown - prim. tooth	\$560
D2930	Prefab. stainless steel crown - prim. tooth	\$110
D2931	Prefab. stainless steel crown - perm. tooth	\$121
D2932	Prefabricated resin crown	\$140
D2933	Prefab. stainless steel crown w/ resin window	\$271
D2934	Prefab. esthetic coated primary tooth	\$296
D2940	Protective restoration	\$39
D2941	Interim therapeutic restoration, primary dentition	\$31
D2950	Core buildup, including any pins	\$125
D2951	Pin retention - per tooth, in addition to restoration	\$22
D2952	Post and core in addition to crown	\$186
D2954	Prefab. post and core in addition to crown	\$154
D2955	Post removal (not in conj. with endo. therapy)	\$105
D2962	Labial veneer – indirect	\$449
D2980	Crown repair necessitated by restorative material failure	\$102
D2981	Inlay repair necessitated by restorative material failure	\$102
D2982	Onlay repair necessitated by restorative material failure	\$102
D2983	Veneer repair necessitated by restorative material failure	\$102
<b>Endodontics</b>		
D3110/20	Pulp cap – direct/indirect (excl. final restoration)	\$32
D3220	Therapeutic pulpotomy (excl. final restor.)	\$81
D3221	Pulpal debridement, prim. and perm. teeth	\$94
D3230	Pulpal therapy - resorbable filling, anterior, primary tooth	\$160
D3240	Pulpal therapy - resorbable filling, posterior, primary tooth	\$164
D3310	Endodontic therapy, anterior tooth (excl. final restor.)	\$341
D3320	Endodontic therapy, premolar tooth (excl. final restor.)	\$418
D3330	Endodontic therapy, molar (excl. final restor.)	\$512
D3333	Internal root repair of perforation defects	\$105
D3346	Retreat of prev. root canal therapy, anterior	\$387
D3347	Retreat of prev. root canal therapy, premolar	\$465
D3348	Retreat of prev. root canal therapy, molar	\$558
D3351	Apexification/recalcification - initial visit	\$202
D3352	Apexification/recalcification - interim med. repl.	\$589
D3353	Apexification/recalcification - final visit	\$449

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<b>ADA Code</b>	<b>Benefit</b>	<b>Member Copayment</b>
D3355	Pulpal regeneration - initial visit	\$202
D3356	Pulpal regeneration - interim medication replacement	\$589
D3357	Pulpal regeneration - completion of treatment	\$449
D3410	Apicoectomy - anterior	\$323
D3421	Apicoectomy - premolar (first root)	\$364
D3425	Apicoectomy - molar (first root)	\$418
D3426	Apicoectomy - (each add. root)	\$152
D3428	Bone graft in conj. w/ periradicular surg., per tooth, single site	\$743
D3429	Bone graft in conj. w/ periradicular surg., add. contiguous tooth, same site	\$582
D3430	Retrograde filling - per root	\$119
D3450	Root amputation - per root	\$234
D3471	Surgical repair of root resorption - anterior	\$323
D3472	Surgical repair of root resorption – premolar	\$364
D3473	Surgical repair of root resorption – molar	\$418
D3501	Surgical exposure of root surface without apicoectomy or repair of root resorption – anterior	\$323
D3502	Surgical exposure of root surface without apicoectomy or repair of root resorption – premolar	\$364
D3503	Surgical exposure of root surface without apicoectomy or repair of root resorption – molar	\$418
D3920	Hemisection, not inc. root canal therapy	\$234
D3921	Decoronation or submergence of an erupted tooth	\$100
D3950	Canal prep/fitting of preformed dowel or post	\$136
<b>Periodontics</b>		
D0180	Comp. periodontal eval - new or established patient	\$0
D4210	Gingivectomy or gingivoplasty - >three cont. teeth, per quad.	\$279
D4211	Gingivectomy or gingivoplasty - <=three teeth, per quad.	\$100
D4240	Gingival flap proc., inc. root planing - >three cont. teeth, per quad	\$345
D4241	Gingival flap proc, inc. root planing - <=three cont. teeth, per quad	\$106
D4249	Clinical crown lengthening - hard tissue	\$576
D4260	Osseous surgery - >three cont. teeth, per quad	\$499
D4261	Osseous surgery - <=three cont. teeth, per quad	\$392
D4263	Bone replacement graft - retained natural tooth - first site in quad.	\$743
D4264	Bone replacement graft - retained natural tooth - each add. site in quad.	\$582
D4268	Surgical revision proc., per tooth	\$358
D4270	Pedicle soft tissue graft procedure	\$643

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<b>ADA Code</b>	<b>Benefit</b>	<b>Member Copayment</b>
D4273	Autogenous connective tissue graft proc.	\$800
D4274	Mesial/distal wedge procedure, single tooth	\$308
D4277	Free soft tissue graft procedure (including recipient and donor surgical sites) first tooth, implant, or edentulous tooth position in graft	\$654
D4278	Free soft tissue graft procedure (including recipient and donor surgical sites) each additional contiguous tooth, implant, or edentulous tooth position in same graft site	\$100
D4322	Splint – intra-coronal; natural teeth or prosthetic crowns	\$427
D4323	Splint – extra-coronal; natural teeth or prosthetic crowns	\$377
D4341	Perio scaling and root planing - >three cont teeth, per quad.	\$109
D4342	Perio scaling and root planing - <= three teeth, per quad	\$63
D4346	Scaling in presence of generalized moderate or severe gingival inflammation - full mouth, after oral evaluation	\$45
D4355	Full mouth debridement	\$89
D4381	Localized delivery of antimicrobial agents	\$98
D4910	Periodontal maintenance	\$74
<b>Prosthetics (Dentures)</b>		
D5110/20	Complete denture - maxillary/mandibular	\$697
D5130/40	Immediate denture - maxillary/mandibular	\$722
D5211/12	Maxillary/mandibular partial denture - resin base	\$649
D5213/14	Maxillary/mandibular partial denture - cast metal	\$750
D5221/22	Maxillary/mandibular partial denture – resin base	\$649
D5223/24	Maxillary/mandibular partial denture – cast metal	\$750
D5225/26	Maxillary/mandibular partial denture - flexible base	\$750
D5227/28	Immediate maxillary/mandibular partial denture - flexible base (including any clasps, rests and teeth)	\$750
D5282	Rem. unilateral partial denture - one piece cast metal, maxillary	\$419
D5283	Rem. unilateral partial denture - one piece cast metal, mandibular	\$419
D5284	Rem. unilateral partial denture – one piece flexible base (including clasps and teeth) – per quadrant	\$419
D5286	Rem. unilateral partial denture – one piece resin (including clasps and teeth) – per quadrant	\$419
D5410/11	Adjust complete denture - maxillary/mandibular	\$38
D5421/22	Adjust partial denture - maxillary/mandibular	\$38
D5511	Repair broken complete denture base, mandibular	\$87
D5512	Repair broken complete denture base, maxillary	\$87
D5520	Replace missing or broken teeth - complete denture	\$87
D5611	Repair resin partial denture base, mandibular	\$87



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<b>ADA Code</b>	<b>Benefit</b>	<b>Member Copayment</b>
D5612	Repair resin partial denture base, maxillary	\$87
D5621	Repair cast partial framework, mandibular	\$87
D5622	Repair cast partial framework, maxillary	\$87
D5630	Repair or replace broken retentive/clasping material – per tooth	\$115
D5640	Replace broken teeth - per tooth	\$87
D5650	Add tooth to existing partial denture	\$87
D5660	Add clasp to existing partial denture – per tooth	\$115
D5670/71	Replace all teeth and acrylic on cast metal framework	\$287
D5710/11	Rebase complete maxillary/mandibular denture	\$260
D5720/21	Rebase maxillary/mandibular partial denture	\$260
D5725	Rebase hybrid prosthesis	\$260
D5730/31	Reline complete maxillary/mandibular denture (direct)	\$159
D5740/41	Reline maxillary/mandibular partial denture (direct)	\$155
D5750/51	Reline complete maxillary/mandibular denture (indirect)	\$224
D5760/61	Reline maxillary/mandibular partial denture (indirect)	\$224
D5765	Soft liner for complete or partial removable denture – indirect	\$50
D5810/11	Interim complete denture - maxillary/mandibular	\$362
D5820/21	Interim partial denture (including retentive/clasping materials, rests, and teeth), maxillary/mandibular	\$362
D5850/51	Tissue conditioning - maxillary/mandibular	\$79
D5951	Feeding aid	\$1395
<b>Bridges and Pontics*</b>		
D6081	Scaling and debridement in the presence of inflammation or mucositis of a single implant, including cleaning of the implant surfaces, without flap entry and closure	\$63
D6205	Pontic - indirect resin based composite	\$445
D6210-14	Pontic - metal	\$495
D6240/41/42	Pontic - porcelain fused metal	\$523
D6243	Pontic – porcelain fused to titanium and titanium alloys	\$495
D6245	Pontic - porcelain/ceramic	\$560
D6250/51/52	Pontic - resin with metal	\$495
D6545	Retainer - cast metal for resin bonded fixed prosthesis	\$251
D6548	Ret. - porc./ceramic for resin bonded fixed prosthesis	\$393
D6549	Resin retainer for resin bonded fixed prosthesis	\$251
D6600	Retainer inlay - porc./ceramic, two surfaces	\$427
D6601	Retainer inlay - porc./ceramic, >=three surfaces	\$445
D6602	Retainer inlay - cast high noble metal, two surfaces	\$407
D6603	Retainer inlay - cast high noble metal, >=three surfaces	\$425

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<b>ADA Code</b>	<b>Benefit</b>	<b>Member Copayment</b>
D6604	Retainer inlay - cast predominantly base metal, two surfaces	\$407
D6605	Retainer inlay - cast predominantly base metal, >=three surfaces	\$425
D6606	Retainer inlay - cast noble metal, two surfaces	\$407
D6607	Retainer inlay - cast noble metal, >=three surfaces	\$425
D6608	Retainer onlay -porc./ceramic, two surfaces	\$479
D6609	Retainer onlay - porc./ceramic, three or more surfaces	\$499
D6610	Retainer onlay - cast high noble metal, two surfaces	\$458
D6611	Retainer onlay - cast high noble metal, >=three surfaces	\$524
D6612	Retainer onlay - cast predominantly base metal, two surfaces	\$458
D6613	Retainer onlay - cast predominantly base metal, >=three surfaces	\$524
D6614	Retainer onlay - cast noble metal, two surfaces	\$458
D6615	Retainer onlay - cast noble metal, >=three surfaces	\$524
D6710	Retainer crown – indirect resin-based composite	\$445
D6720/21/22	Retainer crown - resin with metal	\$495
D6740	Retainer crown - porcelain/ceramic	\$560
D6750/51/52	Retainer crown - porcelain fused metal	\$523
D6753	Retainer crown – porcelain fused to titanium and titanium alloys	\$495
D6780	Retainer crown - 3/4 cast high noble metal	\$470
D6781	Retainer crown - 3/4 cast predominantly base metal	\$470
D6782	Retainer crown - 3/4 cast noble metal	\$470
D6783	Retainer crown - 3/4 porc./ceramic	\$511
D6784	Retainer crown – 3/4 titanium and titanium alloys	\$495
D6790-94	Retainer crown - full cast metal	\$495
D6930	Recement or rebond fixed partial denture	\$69
D6975	Coping – metal	\$325
D6980	Fixed partial denture repair, by report	\$172
<b>Oral Surgery</b>		
D7111	Extraction, coronal remnants - primary tooth	\$56
D7140	Extraction, erupted tooth or exposed root	\$69
D7210	Extraction, erupted tooth req. elev, etc.	\$133
D7220	Removal of impacted tooth - soft tissue	\$151
D7230	Removal of impacted tooth - partially bony	\$196
D7240	Removal of impacted tooth - completely bony	\$241
D7241	Removal of imp. tooth - completely bony, with unusual surg. complications	\$217
D7250	Removal of residual tooth roots	\$141
D7251	Coronectomy - intentional partial tooth removal	\$217
D7260	Oroantral fistula closure	\$578

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<b>ADA Code</b>	<b>Benefit</b>	<b>Member Copayment</b>
D7261	Primary closure of a sinus perforation	\$465
D7270	Tooth reimplant./stabiliz. of acc. evulsed/displaced tooth	\$226
D7280	Exposure of an unerupted tooth	\$153
D7282	Mobil. of erupted/malpositioned tooth to aid eruption	\$231
D7283	Place. of device to facilitate erupt. of impacted tooth	\$144
D7285	Incisional biopsy of oral tissue - hard (bone, tooth)	\$387
D7286	Incisional biopsy of oral tissue - soft (all others)	\$295
D7288	Brush biopsy - transepithelial sample collect	\$93
D7291	Transseptal fiberotomy/supra crestal fiberotomy, by report	\$60
D7310/20	Alveoloplasty, per quad	\$141
D7311/21	Alveoloplasty in conj. with/out extractions	\$141
D7450	Removal of benign odon cyst/tumor - diam <=1.25cm	\$354
D7451	Removal of benign odon cyst/tumor - diam >1.25cm	\$543
D7471	Removal of lateral exostosis	\$351
D7472/73	Removal of torus palatinus/mandibularis	\$480
D7485	Surgical reduction of osseous tuberosity	\$568
D7510	Incision and drainage of abscess - intraoral soft tissue	\$96
D7511	Incision/drainage of abscess - intra. soft tissue, comp.	\$112
D7880	Occlusal orthotic device, "by report" (covered for TMJ)	\$272
D7922	Placement of intra-socket biological dressing to aid in hemostasis or clot stabilization, per site	\$25
D7961	Buccal/labial frenectomy (frenulectomy)	\$263
D7962	Lingual frenectomy (frenulectomy)	\$263
D7963	Frenuloplasty	\$293
D7970	Excision of hyperplastic tissue - per arch	\$233
D7971	Excision of pericoronal gingiva	\$131
D7972	Surgical reduction of fibrous tuberosity	\$521
D7979	Non-surgical sialolithotomy	\$43
<b>Orthodontics (Pre-Authorization Required)</b>		
D8020	Lim. ortho treatment - transitional dentition	\$3304
D8030	Lim. ortho treatment of - adolescent dentition	\$3422
D8040	Lim. ortho treatment - adult dentition	\$3658
D8070	Comp. ortho. treatment - transitional dentition	\$3304
D8080	Comp. ortho. treatment - adolescent dentition	\$3422
D8090	Comp. ortho. treatment - adult dentition	\$3658
D8210	Removable appliance therapy – includes appliances for thumb sucking and tongue thrusting	\$770

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<b>ADA Code</b>	<b>Benefit</b>	<b>Member Copayment</b>
D8220	Fixed appliance therapy – includes appliances for thumb sucking and tongue thrusting	\$783
D8660	Pre-orthodontic treatment visit	\$413
D8670	Periodic ortho. treatment visit (as part of contract)	\$118
D8680	Orthodontic retention (rem. of appl. and placement of retainer(s))	\$413
D8701	Repair of fixed retainer, includes reattachment – maxillary	\$174
D8702	Repair of fixed retainer, includes reattachment – mandibular	\$174
D8703	Replacement of lost or broken retainer – maxillary	\$179
D8704	Replacement of lost or broken retainer – mandibular	\$179
D8999	Unspecified orthodontic procedure, by report	\$0
<b>Adjunctive General Services</b>		
D9110	Palliative (emergency) treatment of dental pain	\$43
D9210/15	Local anesthesia	\$0
D9211/12	Regional block anesthesia	\$0
D9219	Evaluation for deep sedation or general anesthesia	\$0
D9222	Deep sedation/general anesthesia - first 15 minutes	\$103
D9223	Deep sedation/general anesthesia each subsequent 15-minute increment	\$103
D9230	Inhalation of nitrous oxide/analgesia, anxiolysis	\$37
D9239	Intravenous moderate sedation/analgesia – first 15 minutes	\$103
D9243	IV moderate conscious sedation/analgesia – each subsequent 15-minute increment	\$103
D9248	Non-intravenous conscious sedation	\$145
D9310	Consultation (diagnostic service by nontreating dentist)	\$43
D9420	Hospital call	\$350
D9440	Office visit after regularly scheduled hours	\$90
D9610	Therapeutic parenteral drug, single admin.	\$26
D9612	Therapeutic parenteral drug, two or more admin., diff. med.	\$70
D9613	Infiltration of sustained release therapeutic drug, per quadrant	\$190
D9630	Drugs or medicaments dispensed in the office for home use	\$42
D9910	Application of desensitizing medicament	\$31
D9920	Behavior management, by report	\$68
D9930	Treatment of complications (post-surgical)	\$43
D9944	Occlusal guard – hard appliance, full arch	\$272
D9945	Occlusal guard – soft appliance, full arch	\$272
D9946	Occlusal guard – hard appliance, partial arch	\$272
D9950	Occlusion analysis - mounted case	\$104
D9951	Occlusal adjustment - limited	\$66

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D9952	Occlusal adjustment - complete	\$266
D9986	Missed appointment	\$50
D9995	Teledentistry – synchronous; real-time encounter	\$0
D9996	Teledentistry – asynchronous; information stored and forwarded to dentist for subsequent review	\$0
D9997	Dental case management – patients with special health care needs	\$50

\*All fees exclude the cost of noble and precious metals. An additional fee will be charged if these materials are used.

Only current ADA CDT codes are considered valid by Dominion Dental Services, Inc.

*Current Dental Terminology © American Dental Association*

Specialty care is provided at the listed copayment whether performed by a Participating General Dentist or a Participating Specialist. Referrals to a specialist must be made by a member’s Participating General Dentist.

**KAISER FOUNDATION HEALTH PLAN  
OF THE MID-ATLANTIC STATES, INC.**



By: \_\_\_\_\_

Gracelyn McDermott  
Vice President, Marketing, Sales & Business Development