



## **PROVIDER NOTICE**

### **Health Plus Address Change**

Health Plus Executive Offices and Provider Relations have moved. Our new address is:

**Health Plus  
335 Adams Street, 26<sup>th</sup> Floor  
Brooklyn, New York 11201**

**All phone and fax numbers remain the same.**

**Claims should continue to be submitted to:**

Health Plus  
Bay Ridge Station  
P.O. Box 200-284  
Brooklyn, NY 11220

### **Claims Appeals Reminder**

**If you believe a claim was not settled properly, please follow these procedures:**

- Appeal in writing.
- In your letter, explain what decision(s) you are appealing and why.
- Include a copy of the EOB (Explanation of Benefits) and all relevant documentation, such as invoices and medical records.

**All claims appeals should be sent to:**

**Health Plus  
Claims Correspondence Unit  
241 37th Street, Suite 412  
Brooklyn, NY 11232**

**Simply resending the claim without the information listed above will result in a denial for duplicate claim.**