How to Submit a Claim:

- 1. Log into your Wellfleet account
- 2. At the top of the page, under the "Claims" dropdown menu, choose "Submit Claim Related Documents"

Communications 🔻 Benefits 🔻	Cost of Care Estimator Claims - Student Options - Contact Us - Admins -
CLAIMS	Your Claims: » View Claims/EOBs » View Ledger
NEED HELP? CLICK HERE TO CONTACT US	» View Deductible & Out of Pocket Details Notification Forms:
	 Accident Form Other Insurance Form Authorization Form Submit Claim Related Documents
	Notification Forms History

3. In the dropdown menu, choose either "Medical Claim" (for medical & mental health) or "Prescription"

Select document type to upload:
Select
Select
Accident Injury Form
Authorization to Release Form
Claim Related Documents
ICS Claim Form
Insurance ID Card
Medical Claim
Medical Records
Other Insurance Form
Pre-Existing Form
Prescription
Proof of Coverage
Referral Form
Schedule of Benefits
Student Eligibility Form
Visa Verification Form

- 4. Upload your claims. Be sure to include:
 - a. The bill from your provider that includes procedure codes (CPT) & diagnosis codes (Dx), and the amount billed
 - b. Any receipts showing payment that you have made
 - c. A claim form (Medical or Prescription)

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5. Add any comments you would like to make, click the checkbox, and then Submit

Comments:

By clicking submit, I certify that I have read all answers on this form, and to the best of my knowledge the information I have given is complete and true.

