



MaineCare Services
*An Office of the
 Department of Health and Human Services*

Paul R. LePage, Governor

Mary C. Mayhew, Commissioner

Department of Health and Human Services
 MaineCare Services
 Primary Care Provider (PCP) Network Services
 11 State House Station
 Augusta, ME 04333-0011

Primary Care Case Management (PCCM) Member Education Request Form (Please Print)

Date: _____

*PCP Name

PCP Phone Number

*MaineCare Member's Name

*Member's MaineCare ID #

*Member's DOB

(*Required Information)

EDUCATION ~ This MaineCare PCCM member needs to be educated regarding:

(Check all that apply and please be specific in the explanation)

- | | |
|--|--|
| <input type="checkbox"/> When to access emergency services | <input type="checkbox"/> Following managed-care rules |
| <input type="checkbox"/> Obtaining referrals for care | <input type="checkbox"/> No-showing for appointments |
| <input type="checkbox"/> Following practice rules | <input type="checkbox"/> Bringing MaineCare card to appointments |
| <input type="checkbox"/> Co-pay | <input type="checkbox"/> Other (<i>explain below</i>) |

Other: _____

ACTION REQUIRED ~ This MaineCare PCCM member requires action regarding:

- Family has Moved or Gone Elsewhere (MOGE).
- Unable to contact patient. Request MaineCare to contact family and encourage them to return to the practice for care.
- Member in danger of discharge within 30-days from practice due to:
 - Three unsuccessful attempts to contact family
 - Other reason: _____

This action may result in the permanent discharge of the member from this practice.

Please review MaineCare PCCM discharge policy: Document reasons for discharge, mail formal discharge letter to member, and forward copy of discharge letter to MaineCare PCP Network Services. Using this form does not replace the discharge process.

MaineCare Services ~ PCP Network Services
 11 State House Station ~ Augusta, ME 04333-0011
 1- 866-796-2463 ask for PCP Network Services
 You may FAX completed form to 207-287-3373 or mail completed form to address above.