

STATE OF MAINE
PAYMENT FOR MEDICAL EXAMINATION CERTIFICATES

The State may not require any employee or accepted applicant for employment to bear the medical expense of an examination when that examination is ordered or required by the State. The State may not require any employee or accepted applicant for employment to bear the expense of an eye examination ordered or required by the State that is performed by a person licensed to perform the examinations.

The State may pay for an examination under this section directly or through group health insurance coverage of the employee or may pay in another manner, as long as the employee is not required to bear the expense of that examination, including but not limited to any copayments or other out-of-pocket expenses.

When the employee receives the medical bill the employee must complete the medical claim form and submit it to the insurance carrier. After the claim is considered and the explanation of benefits form is issued to the employee by the insurance carrier it should be presented to the departmental or agency designee to prove payment or nonpayment of the cost of the certificate or examination. The Department should then arrange to pay the unpaid balance of the expense of the certificate or examination. No payment should be made until the explanation of benefits form has been received and reviewed by the department or agency designee. Medical bills incurred by the employee which are not required for the certificate will not be paid by the State.

Please contact the Office of Employee Relations at employee.relations@maine.gov with any questions.