

# Explore the long-term care claims process

End-to-end turnaround time (TAT) is dependent on receiving necessary information: intake call completion, assessment promptly completed and return necessary paperwork quickly.

TAT= within 10 business days

NOTICE OF CLAIM

CLAIM INTAKE

CLAIM INTAKE

CLAIM INTAKE

ELIGIBILITY DECISION

MANAGEMENT

CLAIM INTAKE

ANAGEMENT

#### **INSURED**

Insured can initiate claims by phone or online. To start a claim, insured should meet eligibility triggers and it is recommended that care is already in place.

#### **CLAIMS**

During initial call, claims will gather basic information and determine if insured should move to intake process. If so, insured will be transferred to intake team to acquire more detailed information. Forms are sent to insured.

#### **INSURED**

Insured confirms requirements are completed: initial forms, assessment(s), provider documents. Customer Service may contact insured for missing information.

#### **CLAIMS**

Claims will review requirements under policy terms for claimant and provider eligibility. If approved, a Plan of Care is created. Claim is approved for a finite date range and a recertification timeline is established.

#### **INSURED**

Insured discusses reason(s) for claim and current care needs with a member of the intake team. This call can be expected to take up to 45 minutes.

#### **CLAIMS**

Claims will request care provider documentation, which could include medical records and a benefit eligibility assessment, which may be done virtually or in person.

#### **INSURED**

If claim is eligible, insured may fax, email or mail invoices along with other required documents: timesheets, visit notes, facility CMR form, etc., for review. Direct deposit or other assignment of benefits may be established.

#### **CLAIMS**

Claims will process eligible invoices against policy and Plan of Care. Explanation of Benefit is mailed and available online for the policyowner.

# When long-term care is needed

#### Plan to initiate a claim

Document the following (that apply):

- Insured's policy information
- POA documentation¹
- Insured's medical history
- Care provider's contact information
- How ADL are currently performed

### Prepare for the benefit eligibility assessment (BEA)

Gather the following for the insured:

- Government issued ID
- List of treating medical providers, with contact information and dates of recent office visits
- General medical history and medication list
- POA or caregiver should be present
- List of all provider contact information
- Be prepared to demonstrate how ADL are performed

## Prevent payment delays

Help streamline the claims process:

- Turnaround time for eligibility decision(s) is dependent on the timely receipt of information (e.g., claim forms, BEA, etc.)
- After approval, payment can be expected within 10 business days after receipt of invoice(s) and DVN, or CMR form.

#### **TERMS TO KNOW**

#### ADL

Activities of daily living. There are six standard ADL generally recognized with regard to LTC: bathing, dressing, toileting, transferring (getting in and out of bed or chair), eating, and continence

#### BEA

Benefits eligibility assessment

#### Caregiver

One who directly provides long-term care for someone

#### Care manager

One who provides information about LTC options and manages bill paying or submission of claims for LTC benefits

#### CMR

Continued monthly residence

#### DVN

Daily visitation notes

#### LTC

Long-term care

#### POA

Power of attorney

# Key claims contact information

#### **Customer Care Team**

General email

800-487-1485, opt 4, opt 3

LincolnLTC@ltcg.com

Avail: M-F, 8 a.m. to 6 p.m. ET

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<sup>&</sup>lt;sup>1</sup>An affidavit may be required dependent on the age of the POA paperwork.



## Have questions? Contact a Lincoln representative at 800-487-1485.

Not a deposit

Not FDIC-insured

Not insured by any federal government agency

Not guaranteed by any bank or savings association

May go down in value

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It is possible coverage will expire when either no premiums are paid following the initial premium, or subsequent premiums are insufficient to continue coverage.

The insurance policy and riders have limitations, exclusions and/or reductions; and are subject to medical underwriting. Long-term care benefit riders may not cover all costs associated with long-term care costs incurred by the insured during the coverage period. All contract provisions, including limitations and exclusions, should be carefully reviewed by the owner. For costs and complete coverage details, contact your agent or producer.