

July 22, 2005

LAWRENCE R HUNTOON  
STE 6  
7008 ERIE RD  
DERBY, NY 14047-9596

ID:351676840

Dear Lawrence R. Huntoon:

This is to acknowledge your recent request to no longer be an Authorized TRICARE Provider. We have changed the status of your record in our database to Inactive effective JULY 8, 2005, the date your request was received by this department. Please be aware and advise your staff of the following:

1. By electing to be an inactive provider (Non-Authorized), you may NOT provide services to a TRICARE beneficiary.
2. A sign must be posted in your office that indicates that you are not a TRICARE Authorized Provider. This sign must specifically state "Non-Authorized" rather than "Non-Participating".
3. If you have a TRICARE beneficiary that you elect to treat by mutual agreement anyway, prior to treatment, you must specifically advise the beneficiary that you are not an Authorized Provider. You must have the patient sign a statement that they were informed of this, that they will be solely responsible for the bill and that neither the beneficiary nor the provider will submit a claim for the services to TRICARE. Thus, the beneficiary is exempting the provider from the Balance Billing rules for the specific treatment episode of care.
4. We suggest that you have ALL patients sign the mutual agreement, so you are protected from a beneficiary who fails to inform you of their TRICARE eligibility and submits a claim.
5. If you treat a TRICARE beneficiary without the mutual agreement, you are bound by the Balance Billing Act, even if you choose not to accept assignment. And your status would again be updated to Active in our Provider database. Failure to comply with the Balance Billing rules would subject you to being sanctioned by all Federal government programs.

I hope this answers any questions you have about this issue.

*Karen Marlowe*

Karen Marlowe  
TRICARE Provider Data Management  
TI15  
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