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**Authorized Signature**

**Number:** DMAP- IM-10-155

**Issue Date:** 12/29/2010

**Topic:** Medical Benefits

**Subject:** Arrival of new OHP 7210 and process for sending information to HIG

**Applies to (check all that apply):**

- |  |  |
|--|--|
| <input type="checkbox"/> All DHS employees                 | <input type="checkbox"/> County Mental Health Directors  |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input checked="" type="checkbox"/> Seniors and People with Disabilities                       |
| <input type="checkbox"/> Children, Adults and Families     | <input checked="" type="checkbox"/> Other (please specify): CAF SSP and DMAP transmittal lists |
| <input type="checkbox"/> County DD Program Managers        |  |

**Message:**

The new 7210 is finally here, and you should receive your first box of 50 English application packets today or tomorrow. We are excited to send this new application out to everyone, and appreciate your help as we work out the inevitable kinks which change always brings. Please reference DMAP IM 10-152 at <http://www.dhs.state.or.us/policy/healthplan/transmit/im/2010/im10152.pdf> for more information on the new application and associated forms.

There is an important note regarding Extra Form E, which replaces the 415H in the new 7210 application only. (The 415H will still be in use in other circumstances.) This is the form that requests information on other medical coverage. Extra Form E in its current state does not include boxes for Case Name and Number or Branch information, an omission not noticed until after the applications were printed. The next revision of the 7210 will include boxes for this information directly on Extra Form E.

Since without this information HIG will not be able to process the TPL information, **workers will need to make a copy of the first page of the application to fax along with Extra Form E when submitting to HIG.** Also, please be sure to **update** the CMUP screen with the correct code for good cause, and **note** in the office use box on page 1, if there are safety concerns or good cause to not pursue.

We understand this creates an extra step, and appreciate your help with this interim solution! As a reminder, the fax number for HIG is: **503-373-0358.**

**Questions?** E-mail: [SSP-Policy\\_Medical](mailto:SSP-Policy_Medical)

Call: HIG at 503-378-6233