Important disclosure information
For Innovation Health indemnity plans

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Understanding your plan of benefits

Innovation Health health benefits plans cover most types of health care from a doctor or hospital, but they do not cover everything. The plan covers recommended preventive care, and care that you need for medical reasons. It does not cover services you may just want to have, like certain plastic surgeries. It also does not cover treatment that is not yet widely accepted. You should also be aware that some services may have limits. For example, a plan may allow only one eye exam per year.

Not all of the information in this booklet applies to your specific plan

Most of the information in this booklet applies to all plans, but some does not. For example, not all plans have deductibles or prescription drug benefits. Information about those topics will only apply if the plan includes those rules.

Where to find information about your specific plan

Your “plan documents” list all the details for the plan you choose. This includes what’s covered, what’s not covered and what you will pay for services. Plan document names vary. They may include a Booklet-Certificate, Group Agreement and Group Insurance Certificate, Group Policy and/or any riders and updates that come with them. If you can’t find your plan documents, call Member Services to ask for a copy.

Use the toll-free number on your Innovation Health member ID card.

Get plan information online and by phone

Not yet a member?

For help understanding how a particular medical plan works, you can talk to your employer or review your Summary of Benefits and Coverage document. You can also call 1-855-228-0510.

If you’re already enrolled in an Innovation Health health plan

You have two convenient ways to get plan information anytime, day or night:

1. Log in to your member website

You can get coverage information for your plan online. You can also get details about any programs, tools and other services that come with your plan. Just register once to create a user name and password.

Have your member ID card handy to register. Then visit innovationhealth.com and click on “Member Log in.” Follow the prompts to complete the one-time registration.

Then you can log in anytime to:

• Verify who’s covered and what’s covered
• Track claims or view past copies of your Explanation of Benefits statements
• Use our cost-of-care tools so you can know before you go
• Learn more about and access any programs that come with your plan

Innovation Health is the brand name used for products and services provided by Innovation Health Insurance Company. Health benefits and health insurance plans are offered and/or underwritten by Innovation Health Insurance Company and Innovation Health Plan, Inc. Innovation Health Insurance Company are affiliates of Inova and of Aetna Life Insurance Company and its affiliates (Aetna). Aetna provides certain management services to Innovation Health. Innovation Health pharmacy benefits are administered by Aetna Life Insurance Company (Aetna).
2. Call Member Services at the toll-free number on your Innovation Health ID card

As an Innovation Health member, you can use the Voice Advantage self-service options to:

- Verify who’s covered under your plan
- Find out what’s covered under your plan
- Get an address to mail your claim and check a claim status
- Find other ways to contact us
- Order a replacement member ID card
- Be transferred to behavioral health services (if included in your plan)

You can also speak with a representative to:

- Understand how your plan works or what you will pay
- Get information about how to file a claim
- File a complaint or appeal
- Get copies of your plan documents
- Connect to behavioral health services (if included in your plan)
- Find specific health information
- Learn more about our Quality Management program

Help for those who speak another language and for the hearing impaired

If you require language assistance, please call the Member Services number on your member ID card, and a representative will connect you with an interpreter. You can also get interpretation assistance for utilization management issues or for registering a complaint or appeal. If you’re deaf or hard of hearing, use your TTY and dial 711 for the Telecommunications Relay Service. Once connected, please enter or provide the telephone number you’re calling.

Ayuda para las personas que hablan otro idioma y para personas con impedimentos auditivos

Si usted necesita asistencia lingüística, por favor llame al número de Servicios al Miembro que figura en su tarjeta de identificación de miembro, y un representante le conectará con un intérprete. También puede recibir asistencia de interpretación para asuntos de administración de la utilización o para registrar una queja o apelación. Si usted es sordo o tiene problemas de audición, use su TTY y marcar 711 para el Servicio de Retransmisión de Telecomunicaciones (TRS). Una vez conectado, por favor entrar o proporcionar el número de teléfono que está llamando.
Costs and rules for using your plan

What you pay
You will share in the cost of your health care. These are called “out-of-pocket” costs. Out-of-pocket costs vary by plan and your plan may not include all of them. Your plan documents show which amounts apply to your specific plan. Those costs may include:

- **Copay** – A set amount (for example, $25) you pay for a covered health care service. You usually pay this when you get the service. The amount can vary by the type of service. For example, you may pay a different amount to see a specialist than you would pay to see your family doctor.

- **Coinsurance** – Your share of the costs for a covered service. This is usually a percentage (for example, 20 percent) of the allowed amount for the service. For example, if the health plan's allowed amount for an office visit is $100 and you've met your deductible, your coinsurance payment of 20 percent would be $20. The health plan pays the rest of the allowed amount.

- **Deductible** – The amount you owe for health care services before your health plan begins to pay. For example, if your deductible is $1,000, you have to pay the first $1,000 for covered services before the plan begins to pay. You may not have to pay for some services. Other deductibles may apply at the same time.

- **Inpatient Hospital Deductible** – Applies when you are a patient in a hospital

- **Emergency Room Deductible** – The amount you pay when you go to the emergency room - this is waived if you are admitted to the hospital within 24 hours.

**Note:** These are separate from your general deductible. For example, your plan may have a $1,000 general deductible and a $250 emergency room deductible. This means you pay the first $1,000 before the plan pays anything. Once the plan starts to pay, if you go to the emergency room you will pay the first $250 of that bill.

How we pay your doctors and other health care providers
Doctors and hospitals set the rates to charge you. It may be higher — sometimes much higher — than what your Innovation Health plan “recognizes” or “allows.” Your doctor may bill you for the dollar amount the plan doesn’t “recognize.” No dollar amount above the “recognized charge” counts toward your deductible or out-of-pocket limits. This means you are fully responsible for paying everything above the amount the plan allows for a service or procedure.

We pay for your health care depending on the plan you or your employer chooses. Some of our plans pay for services by looking at what Medicare would pay and adjusting that amount up or down. Our plans range from paying 90 percent of Medicare (that is, 10 percent less than Medicare would pay) to 300 percent of Medicare (the Medicare rate multiplied by three). Some plans pay for services based on what is called the “usual and customary” charge or “reasonable amount” rate. These plans use information from FAIR Health, Inc., a not-for-profit company, that reports how much providers charge for services in any ZIP code.

You can call Member Services at the toll-free number on your member ID card to find out the method your plan uses to reimburse doctors and other health care providers. You can also ask for an estimate of your share of the cost for services you are planning. See “Emergency and urgent care and after hours care” to learn more.
Precertification: Getting approvals for services

Sometimes we will pay for care only if we have given an approval before you get it. We call that “precertification.” You usually only need precertification for more serious care like surgery or being admitted to a hospital. When you get care from a doctor in the Innovation Health network, your doctor may get precertification from us. Otherwise, you must call us for precertification when that’s required. Your plan documents list all the services that require you to get precertification. If you don’t, you will have to pay for all or a larger share of the cost for the service.

Notice: You must personally bear all costs if you use health care not authorized by this plan or purchase drugs that are not authorized by this plan.

Call the number on your Innovation Health ID card to begin the process. You must get the precertification before you receive the care.

You do not have to get precertification for emergency services.

What we look for when reviewing a precertification request

First, we check to see that you are still a member. And we make sure the service is considered medically necessary for your condition. We also make sure the service, and the place requested to perform the service are cost effective. Our decisions are based entirely on appropriateness of care and service and the existence of coverage, using nationally recognized guidelines and resources. We may suggest a different treatment or place of service that is just as effective but costs less. We also look to see if you qualify for one of our care management programs. If so, one of our nurses may contact you.

Precertification does not verify whether you have reached any plan dollar limits or visit maximums for the service requested. So, even if you get approval, the service may not be covered.

Our review process after precertification (Utilization Review/Patient Management)

We have developed a patient management program to help you access appropriate health care and maximize coverage for those health care services. In certain situations, we review your case to be sure the service or supply meets established guidelines and is a covered benefit under your plan. We call this a “utilization review.”

We follow specific rules to help us make your health a top concern during our reviews

• We do not reward employees for denying coverage.

• We do not encourage denials of coverage. In fact, we train staff to focus on the risks of members not getting proper care. Where such use is appropriate, our staff uses nationally recognized guidelines and resources, such as MCG (formerly Milliman Care Guidelines) to review requests for coverage. Physician groups, such as independent practice associations, may use other resources they deem appropriate.

• We do not encourage utilization decisions that result in underutilization.

Filing claims

You can download and print a claim form from your member website. You can also call Member Services at the number on your ID card to ask for a form. The claim form includes complete instructions including what documentation to send with it.

We determine how and whether a claim is paid based on the terms and conditions of the health coverage plan and our internal coverage policies. See “Knowing what is covered” to learn more about coverage policies.

Information about specific benefits

Emergency and urgent care, and care after office hours

An emergency medical condition means your symptoms are sudden and severe. If you don't get help right away, an average person with average medical knowledge will expect you could die or risk your health. For a pregnant woman, that includes her unborn child.

Emergency care is covered anytime, anywhere in the world

If you need emergency care, call 911 or go to the nearest emergency room. You do not have to get approval for emergency services.

When you receive emergency care from a doctor or hospital, you pay your share of the cost according to your plan. If your doctor bills you for more, you may not have to pay it. Send the bill to the address listed on your member ID card. We will resolve any payment dispute with the provider.
After-hours care – available 24/7
Call your doctor when you have medical questions or concerns. Your doctor should have an answering service if you call after the office closes. You can also go to an urgent care center, which may have limited hours. To find a center near you, log in to innovationhealth.com and search our list of doctors and other health care providers. Check your plan documents to see how much you must pay for urgent care services.

Prescription drug benefit
Innovation Health pharmacy benefits are administered by Aetna. Aetna provides certain management services to Innovation Health. Check your plan documents to see if your plan includes prescription drug benefits.

Some plans encourage generic drugs over brand-name drugs
A generic drug is the same as a brand-name drug in dose, use and form. They are FDA-approved and safe to use. Generic drugs usually sell for less, so many plans give you incentives to use generics. That doesn't mean you can't use a brand-name drug, but you'll pay more for it. You'll pay your normal share of the cost, and you'll also pay the difference in the two prices.

We may also encourage you to use certain drugs
Some plans encourage you to buy certain prescription drugs over others. The plan may even pay a larger share for those drugs. We list those drugs in the Aetna Pharmacy Drug Guide (formulary). This guide shows which prescription drugs are covered on a preferred basis. It also explains how we choose medications to be in the guide.

When you get a drug that is not in the preferred drug guide, your share of the cost will usually be more. Check your plan documents to see how much you will pay. You can use those drugs if your plan has an “open formulary,” but you'll pay the highest copay under the plan. If your plan has a “closed formulary,” those drugs are not covered.

We may receive rebates
Aetna, or its affiliate(s), may receive rebates from drug manufacturers that may be taken into account in determining Aetna’s Pharmacy Drug (formulary) Guide. Rebates may reduce the amount a member pays the pharmacy for covered prescriptions. This amount would be applied after the coinsurance is calculated. Information is subject to change.

Sometimes, in plans where you pay a percentage of the cost instead of a flat dollar amount, you may pay more for a drug in the preferred drug guide than for a drug not in the guide.

Home delivery and specialty drug services
Home delivery pharmacies are included in your network, providing convenient options for filling medicine that are taken every day and specialty medicines that treat complex conditions.

You might not have to stick to the preferred drug guide
Sometimes your doctor might recommend a drug that's not in Aetna's Pharmacy Drug Guide. If it is medically necessary for you to use that drug, you, someone helping you, or your doctor can ask us to make an exception. Check your plan documents for details.

You may have to try one drug before you can try another
“Step-therapy” means you may have to try one or more less-expensive or more common drugs before a drug on the step-therapy list will be covered. Your doctor might want you to skip one of these drugs for medical reasons. If so, you, someone helping you, or your doctor can ask for a medical exception.

You may request an exception for some drugs that are not covered
Your plan documents might list specific drugs that are not covered. Your plan also may not cover drugs that we haven't reviewed yet. You, someone helping you, or your doctor may have to get our approval (a medical exception) to use one of these drugs.

Get a copy of the preferred drug guide
You can find the Aetna Pharmacy Drug Guide (formulary) by logging in to your member website at innovationhealth.com. You can also ask for a printed copy by calling the toll-free number on your Innovation Health ID card. We frequently add new drugs to the list. Look online or call Member Services for the latest updates.
Have questions? Get answers.
Ask your doctor about specific medications. Call the number on your Innovation Health ID card to ask about how your plan pays for them. Your plan documents also spell out what’s covered and what is not.

Mental health and addiction benefits
Here’s how to get inpatient and outpatient services, partial hospitalization and other mental health services:

• Call 911 if it’s an emergency.
• Call the toll-free Behavioral Health number on your Innovation Health ID card.
• Employee Assistance Program (EAP) professionals can also help you find a mental health specialist.

Mental health screening, support, and prevention programs

• Aetna Maternity Program: Offers behavioral health screening and support through perinatal and postpartum depression education, screening and treatment referral
• Aetna Behavioral Health program: Offers screening and prevention programs through the Opioid Overdose Risk Screening (OORS) Program

Call Member Services to learn more about these programs.

Transplants and other complex conditions
Our National Medical Excellence Program® (NME) is for members who need a transplant or have a condition that can only be treated at a certain hospital. You may need to visit an Institutes of Excellence™ hospital to get coverage for the treatment. Some plans won’t cover the service if you don’t. We choose hospitals for the NME program based on their expertise and experience with these services. We also follow any state rules when choosing these hospitals.

Important benefits for women
Women’s Health and Cancer Rights Act of 1998
If you have had, or are going to have a mastectomy, you may be entitled to certain benefits under the Women’s Health and Cancer Rights Act of 1998 (WHCRA). For individuals receiving mastectomy-related benefits, coverage will be provided in a manner determined in consultation with the attending physician and the patient for:

• All stages of reconstruction of the breast on which the mastectomy was performed;
• Surgery and reconstruction of the other breast to produce a symmetrical appearance;
• Prostheses; and
• Treatment of physical complications of the mastectomy, including lymphedema.

Benefits will be provided to a person who has already undergone a mastectomy as a result of breast cancer while covered under a different health plan. Coverage is provided in accordance with your plan design and is subject to plan limitations, copays, deductibles, coinsurance and referral requirements, if any, as outlined in your plan documents. For more information, please contact Member Services at the number on your ID card. Or follow these links to learn more.


No coverage based on U.S. sanctions
If U.S. trade sanctions consider you a blocked person, the plan cannot provide benefits or coverage to you. If you travel to a country sanctioned by the United States, the plan in most cases cannot provide benefits or coverage to you. Also, if your health care provider is a blocked person or is in a sanctioned country, we cannot pay for services from that provider. For example, if you receive care while traveling in another country and the health care provider is a blocked person or is in a sanctioned country, the plan cannot pay for those services. For more information on U.S. trade sanctions, visit [www.treasury.gov/resource-center/sanctions/Pages/default.aspx](http://www.treasury.gov/resource-center/sanctions/Pages/default.aspx).
Knowing what is covered

Avoid unexpected bills. Check your plan documents to see what's covered before you get health care. Can't find your plan documents? Call Member Services to ask a specific question or have a copy mailed to you.

Here are some of the ways we determine what is covered:

We check to see if it's “medically necessary”

“Medically necessary” means your doctor ordered a product or service for an important medical reason. It might be to help prevent a disease or condition, or to check to see if you have one. Or it might be to treat an injury or illness.

For the product or service to be medically necessary, it:

• Must meet a normal standard for doctors
• Must be the right type in the right amount for the right length of time and for the right body part
• Must be known to help the particular symptom
• Cannot be for the member's or the doctor’s convenience
• Cannot cost more than another service or product that is just as effective

Only medical professionals can decide if a treatment or service is not medically necessary. We do not reward our employees for denying coverage. Sometimes a physician's group will determine medical necessity. Those groups might use different resources than we do.

If we deny coverage, we'll send you and your doctor a letter. It will explain why it was denied, an how you can appeal the denial. You have the same right to appeal if a physician's group denied coverage. You can call Member Services to ask for a free copy of the materials we use to make coverage decisions. Doctors can write or call our Patient Management department with questions. Contact Member Services at the phone number on your Innovation Health ID card for the appropriate address and phone number.

We study the latest medical technology

We look at scientific evidence published in medical journals to help us decide what is medically necessary. This is the same information doctors use. We also make sure the product or service is in line with how doctors, who usually treat the illness or injury, use it. Our doctors may use nationally recognized resources like MCG (formerly Milliman Care Guidelines).

We also review the latest medical technology, including drugs, equipment and mental health treatments. Plus, we look at new ways to use old technologies. To make decisions, we may:

• Read medical journals to see the research. We want to know how safe and effective it is.
• See what other medical and government groups say about it. That includes the federal Agency for Healthcare Research and Quality.
• Ask experts.
• Check how often and how successfully it has been used.

We publish our decisions in our Clinical Policy Bulletins.

We post our findings on innovationhealth.com

We write a report about a product or service after we decide if it is medically necessary. We call the report a Clinical Policy Bulletin (CPB).

CPBs help us decide whether to approve a coverage request. Your plan may not cover everything our CPBs say is medically necessary. Each plan is different, so check your plan documents.

CPBs are not meant to advise you or your doctor on your care. Only your doctor can give you advice and treatment. Talk to your doctor about any CPB related to your coverage or condition.

You and your doctor can read our CPBs on our website at innovationhealth.com. No Internet? Call Member Services at the toll-free number on your ID card. Ask for a copy of a CPB for any product or service.
What to do if you disagree with us

Complaints, appeals and external review

Please tell us if you are not satisfied with a response you received from us, or with how we do business.

Call Member Services to file a verbal complaint or to ask for the address to mail a written complaint. The phone number is on your Innovation Health ID card. If you’re not satisfied after talking to a Member Services representative, you can ask us to send your issue to the appropriate complaint department.

If you don’t agree with a denied claim, you can file an appeal

To file an appeal, follow the directions in the letter or explanation of benefits statement that explains that your claim was denied. The letter also tells you what we need from you and how soon we will respond.

Get a review from someone outside Innovation Health

If the denial is based on a medical judgment, you may be able to get an outside review if you’re not satisfied with your appeal (in most cases you will need to finish all of your internal appeals first). Follow the instructions on our response to your appeal. Call Member Services to ask for an external review form. You can also visit innovationhealth.com. Enter “external review” into the search bar.

An independent review organization (IRO) will assign your case to one of their experts. The expert will be a doctor or other professional who specializes in that area or type of appeal. You should have a decision within 45 calendar days of the request. The outside reviewer’s decision is final and binding; we will follow the outside reviewer’s decision and you will not have to pay anything unless there was a filing fee.

A “rush” review may be possible

If your doctor thinks you cannot wait 45 days, ask for an “expedited review.” That means we will make our decision as soon as possible.

Rights and responsibilities

Know your rights as a member

You have many legal rights and responsibilities. You have the right to suggest changes in our policies and procedures. This includes our rights and responsibilities. Some of your rights are below. We also publish a list of rights and responsibilities on our website. Visit innovationhealth.com. You can also call Member Services at the number on your ID card to ask for a printed copy.

Making medical decisions before your procedure

An “advance directive” tells your family and doctors what to do when you can't tell them yourself. You don't need an advance directive to receive care, but you have the right to create one. Hospitals may ask if you have an advance directive when you are admitted.

There are three types of advance directives:

• Durable power of attorney – names the person you want to make medical decisions for you
• Living will – spells out the type and extent of care you want to receive
• Do-not-resuscitate order – states you don't want CPR if your heart stops, or don't want a breathing tube if you stop breathing

You can create an advance directive in several ways:

• Ask your doctor for an advance directive form.
• Write your wishes down by yourself.
• Pick up a form at state or local offices on aging, bar associations, legal service programs or your local health department.
• Work with a lawyer to write an advance directive.
• Create an advance directive using computer software designed for this purpose.

Learn about our quality management programs
We make sure your doctor provides quality care for you and your family. To learn more about these programs, you can call Member Services to ask for a printed copy of the Commitment to Quality document. The toll-free number is on your Innovation Health ID card.

We protect your privacy
We consider personal information to be private. Our policies protect your personal information from unlawful use. By “personal information” we mean information that can identify you as a person, as well as your financial and health information.

Personal information does not include what is available to the public. For example, anyone can access information about what the plan covers. It also does not include reports that do not identify you.

Summary of the Innovation Health Privacy Policy
When necessary for your care or treatment, or the operation of our health plans or other related activities, we use personal information within our company, share it with our affiliates and may disclose it to:

• Your doctors, dentists, pharmacies, hospitals and other caregivers
• Other insurers
• Vendors
• Government departments
• Third-party administrators (TPAs) (this includes plan sponsors and/or employers)

These parties are required to keep your information private as required by law.

Some of the ways in which we may use your information include:

• Paying claims
• Making decisions about what the plan covers
• Coordination of payments with other insurers
• Quality assessment
• Activities to improve our plans
• Audits

We consider these activities key for the operation of our plans. When allowed by law, we use and disclose your personal information in the ways explained above without your permission. Our privacy notice includes a complete explanation of the ways we use and disclose your information. It also explains when we need your permission to use or disclose your information.

We are required to give you access to your information. If you think there is something wrong or missing in your personal information, you can ask that it be changed. We must complete your request within a reasonable amount of time. If we don’t agree with the change, you can file an appeal.

For more information about our privacy notice or if you’d like a copy, call the toll-free number on your ID card or visit us at innovationhealth.com.

Anyone can get health care
We do not consider your race, disability, religion, sex, sexual orientation, health, ethnicity, creed, age or national origin when giving you access to care. Network providers are legally required to do the same.

We must comply with these laws:

• Title VI of the Civil Rights Act of 1964
• Age Discrimination Act of 1975
• Americans with Disabilities Act
• Laws that apply to those who receive federal funds
• All other laws that protect your rights to receive health care

How we use information about your race, ethnicity and the language you speak
You choose if you want to tell us your race/ethnicity and preferred language. We’ll keep that information private. We use it to help us improve your access to health care. We also use it to help serve you better. See “We protect your privacy” to learn more about how we use and protect your private information. See also “Anyone can get health care.”
Your rights to enroll later if you decide not to enroll now

When you lose your other coverage
You might choose not to enroll now because you already have health insurance. You may be able to enroll later if you lose that other coverage or if your employer stops contributing to the cost. This includes enrolling your spouse or children and other dependents. If that happens, you must apply within 31 days after your coverage ends (or after the employer stops contributing to the other coverage).

When you have a new dependent
Getting married? Having a baby? A new dependent changes everything. And you can change your mind. You can enroll within 31 days after a life event if you chose not to enroll during the normal open enrollment period. Life events include:

• Marriage
• Birth
• Adoption
• Placement for adoption

Talk to your benefits administrator for more information or to request special enrollment.
Innovation Health complies with applicable Federal civil rights laws and does not unlawfully discriminate, exclude or treat people differently based on their race, color, national origin, sex, age, or disability.

We provide free aids/services to people with disabilities and to people who need language assistance.

If you need a qualified interpreter, written information in other formats, translation or other services, call 1-844-289-4503.

If you believe we have failed to provide these services or otherwise discriminated based on a protected class noted above, you can also file a grievance with the Civil Rights Coordinator by contacting:

Civil Rights Coordinator,
P.O. Box 14462, Lexington, KY 40512,
Phone: 1-800-648-7817, TTY: 711,
Fax: 859-425-3379, CRCoordinator@aetna.com.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights Complaint Portal, available at https://ocrportal.hhs.gov/ocr/portal/lobby.jsf, or at: U.S. Department of Health and Human Services, 200 Independence Avenue SW., Room 509F, HHH Building, Washington, DC 20201, or at 1-800-368-1019, 800-537-7697 (TDD).
TTY: 711

To access language services at no cost to you, call 1-888-982-3862.

Para acceder a los servicios de idiomas sin costo, llame al 1-888-982-3862. (Spanish)

如欲使用免费语言服务，请致电 1-888-982-3862。 (Chinese)

Afin d’accéder aux services langagiers sans frais, composez le 1-888-982-3862. (French)

Para ma-access ang mga serbisyo sa wika nang wala kayong babayaran, tumawag sa 1-888-982-3862. (Tagalog)

Ҕәң waiversының әйелдерде турғаны 1-888-982-3862 (Amharic)

Iji nwetaòhèrè na orụ gasị asụsụ n'efu, kpọọ 1-888-982-3862. (Ibo)

Innovation Health is the brand name used for products and services provided by Innovation Health Insurance Company and/or Innovation Health Plan, Inc. Innovation Health is an affiliate of Inova Health System and of one or more of Aetna group of subsidiary companies. Aetna and its affiliates provide certain management services to Innovation Health.