

Subject: Health Benefit Exception Forms

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MESSAGE:

The Health Benefits Exception Committee (HBEC) has released updated forms to be used when clients are submitting for health benefit exception coverage. The updates to the forms will provide clarity regarding the processes of the HBEC and will promote the completeness of the form to ensure that the HBEC has all the information that is required to make an informed decision. The updated forms are attached to this information bulletin for review.

This update will confirm that exception submissions are complete, while improving the efficiency of the review and preventing additional support worker involvement for incomplete forms.

Prior to submitting an exception request to HBEC, please ensure the following:

- When completing the **Request for a Health Benefit Exception** form, confirm that all applicable information is documented to prevent HBEC returning the form due to it being incomplete.
 - Please refer to the Information Bulletin from June 21, 2019 (HB-MEMO-2019-002) for more information on the requirements.
 - This form is required for all exception requests.
- For Drug requests, please ensure that the **Request for Prescription, Over-the-Counter or Nutritional Supplements Exception** form is included in the submission. In some situations, the HBEC will accept letters from a healthcare provider in place of this form; however, the letter must include the same information that is required within the form.
- For Optical requests, please ensure that the **Request for Optical Services** form is included in the submission, including the reason for the optical request, and if applicable, the medical rationale for optical services deemed as Special Lenses/Treatments.
- For Dental requests, please ensure that the **Alberta Dental Services Corporation (ADSC) denial letter** is included with the submission.