



**Notice of Address Change:  
Paper Claims Submissions**

**Purpose of this communication:**

The purpose of this communication is to notify providers of a change to the address for submitting paper claims, recoupment requests, reconsiderations, and appeals to CareCentrix.

- **What do I need to know?**

Effective April 22, 2017, all paper claims must be directed to the following address:

**CareCentrix – Claims**  
PO BOX 30722-3722  
Tampa, FL 33630

- Effective April 22, 2017, paper recoupment requests, claim reconsideration requests, and appeals should be directed to the following new Post Office Box locations:

**CareCentrix – Recoupment Requests**  
PO BOX 30719-3719  
Tampa, FL 33630

**CareCentrix – Reconsiderations**  
PO BOX 30720-3720  
Tampa, FL 33630

**CareCentrix – Appeals**  
PO BOX 30721-3721  
Tampa, FL 33630

**Is there anything else I need to know?**

- All mail sent to the old address on or after 4/22/2017 will be temporarily forwarded to CareCentrix new post office boxes as shown above.
- Although forwarding will occur on a temporary basis, it is highly recommended that you update your records accordingly to direct paper claims, recoupment requests, reconsiderations, and appeals to the new addresses on and after 4/22/2017.

**Thank you in advance for your cooperation and continued partnership. If you have any questions, please reach out to your assigned network management contract manager for assistance.**