

SPRINGFIELD CLINIC SELF PAY OPTION

Employees who use the Springfield Clinic “Self Pay Option”, **MUST** follow these guidelines:

- Complete page 3, [*Blue Cross Blue Shield of Illinois Claim Form*](#), of the HRA Checklist, and attach your bill from the Springfield Clinic. You should have received this upon service.
- Mail your claim form and bill to:
Blue Cross Blue Shield of Illinois
P.O. Box 805107
Chicago, IL 60680-4112
- Create Online account at www.bpcinc.com

BCBS will send an Explanation of Benefits (EOB) to Benefit Plan Consultants (BPC). You will also receive the EOB via mail and it will be viewable through this online BPC account.

Once received, you will need to complete the *“BPC HRA Claim Form”* for the reimbursement.

- Claims can be sent via mail to:
BPC
P.O. Box 7500
Champaign, IL 61826-7500
- Online claims need to be sent to www.mywealthcareonline.com/bpcinc
- A BPC Specialist can be reached at www.bpcinc.com/contact
 - By phone, at 217-531-9000 or 877-272-8880 (ask for the Benefits Department).

- Two ways to receive your reimbursement

- 1) Utilize the online portal at www.bpcinc.com to register your bank account for direct deposit.

OR

- 2) Mail the "Employee Direct Deposit Authorization Form" to the BPC Claims address above. This typically takes 2-3 business days once received.

Please contact the Springfield Public Schools #186 Benefits Coordinator for any further assistance with this process.

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(217) 525-3003.