

**QUESTION:****ANSWER/PHONE CONTACT:****HOW DO I ENROLL?:**

Simply return the Employer & Employee Applications, Applicable Tax Documents, an initial premium check (payable to ELITE PROGRAMS, INC.) to Elite Programs, Inc., 180 East Main Street, Suite 205, Patchogue, NY 11772

For any enrollment questions or billing questions please call:

1-800-427-5358

For administrative supplies (enrollment material, policy booklets, etc.), please call:

1-800-427-5358

If you have questions regarding covered services or status of a claim please call UNITED CONCORDIA'S CUSTOMER SERVICE department:
via internet:

1-800-332-0366

www.unitedconcordia.com

Where do I send my premium payment:

Regular:

Please send your payment in the self-addressed enveloped enclosed with your invoice.

Overnight Payment:

ELITE PROGRAMS, INC.
Accounting Department
180 East Main Street, Suite 205
Patchogue, NY 11772

Where do I submit claim form paperwork:

UNITED CONCORDIA COMPANIES, INC.
Attn: Dental Claims
P.O. Box 69421
Harrisburg, PA 17106-9421

Cancellation of Coverage:

Requires written notification by an authorized representative of your group. Written notification must be received by our office 60 days prior to the cancellation date, and should include your group number, requested cancellation date, and signature of group representative. **Failure to send proper and timely notification could result in additional invoices or charges for reimbursement of claims paid prior to the notification date.**

Send Cancellation of Coverage Notices to:

ELITE PROGRAMS, INC.
180 East Main Street, Suite 205
Patchogue, NY 11772 1-800-427-5358

EMPLOYEES HAVE PROVIDER ACCESS THROUGH THE CONCORDIA ADVANTAGE NETWORK. YOU CAN VISIT UNITED CONCORDIA AT: www.unitedconcordia.com