# **How to Submit a Complaint**



Unhappy with your health plan or Medicaid services? Let us know. You can submit a complaint to tell us what's wrong. Here's how:

### **Step 1: Call Your Health Plan**

Your health plan's phone number is on your health plan ID card.





If you don't have a health plan, call the Medicaid helpline at 800-335-8957.

## Step 2: If You Still Need Help...

Call the Office of the Ombudsman:

877-787-8999

8 a.m.-5 p.m. Central Time, Monday through Friday



this form

**Click Hyperlink** 

The Office of the Ombudsman can help fix problems with your Medicaid coverage.

If it's urgent, the team will handle your complaint as soon as possible.

#### What to expect

- » Call you back within one business day
- » Start working on your complaint
- » Check in with you once every five business days until it's resolved
- » Tell you what happened and anything you might need to do

### When you call, you'll need

- » Your Medicaid ID card number
- » Your name, birthday and address If it's a problem with your doctor, your medication or the medical equipment you use, you might need:
- » A phone number for your doctor, drugstore or medical equipment company
- » Paperwork related to your complaint like letters, bills, or prescriptions

Visit our website: bit.ly/MedicaidCHIPContacts