



Prevent the Delay of Benefits

BE RESPONSIBLE FOR YOUR MEDICAL FORM

Did You Know?

The attached medical form is **required** to determine your eligibility for benefits or to obtain additional weeks of medical certification on your current claim.

It is **your responsibility** to:

1. Provide the medical certification form to the appropriate treating Qualified Healthcare Provider (QHP - physician) for completion.
2. Mail or fax the **completed form** to:

TDI/TCI
PO Box 20100
Cranston, RI, 02920-0941
Fax: (401) 462-8466

Failure to complete ALL questions or submit all required material will delay the processing of your TDI/TCI claim.



Any false claim made or any information furnished that is false, is punishable by law.

Don't Forget!

This form **must** be completed by your treating QHP. It cannot be completed by you.

- ✓ Depending on how quickly required documents are received, it may take 2-4 weeks to determine eligibility on a new claim and 1-2 weeks on an existing claim.
- ✓ If more than one doctor is treating you, make copies of the form and provide it to each doctor who is certifying your inability to work.
- ✓ A prompt response will ensure that your claim is handled in a timely manner.
- ✓ If you are applying for TDI (illness/injury/surgery) it is **required by law** for you to have an in-office examination the week before the week of, or the week following the date of disability indicated by your QHP.
- ✓ **Receipt of the completed form does not guarantee payment** as it must be reviewed and approved. If additional documentation is required for certification, it will be requested directly from the QHP. This may result in additional processing time for the claim.
- ✓ You are responsible for any costs your doctor may charge for copying medical records or completing medical forms.
- ✓ If you have questions on TDI/TCI:
 - Visit www.dlt.ri.gov/tdi online;
 - Call customer service at (401) 462-8420; or
 - Email DLT.TDI@dlt.ri.gov.