Native Village of Chitina

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Title: Specialty Optometry Care Policy & Procedures	Implementation Date: November 18, 2023	Page Number: Page 1 of 2
Department: Health	Review: 11/18/2026	Revise Number: 01

Purpose:

To provide eligible beneficiaries within the Copper River Area with eye care financial assistance. This service is strictly for eligible beneficiaries that are Permanent Resident Beneficiaries residing in Copper River Area and not meant for Transient Care.

Benefit Standard:

The Specialty Optometry program has a limit of $300.00 per fiscal year (fiscal year is October 1 to September 30), per eligible beneficiary. This program covers eye exams, glasses, or contact lenses. Disposable contacts are included, but a one (1) year supply must be ordered at the time of the eye exam.

Eligible beneficiaries may seek other providers for eye exams, glasses, or contact lenses. NVC will reimburse beneficiaries upon submitting a receipt. These benefits are not to exceed $300.00 per fiscal year.

Eligibility Requirements:

Beneficiaries must meet the following requirements to be eligible for assistance from Native Village of Chitina's Contract Health. The Contract Health Coordinator will review applications for correct documentation and completeness.

Documents needed to determine eligibility:

Proof of Tribal Enrollment or Eligibility for Enrollment: Applicants must be a Native Village of Chitina tribal member.

~~**Proof of Residency: Copper River Area residence** for a minimum of six (6) months and show proof of residency. Documents that may determine residency include rent receipt, notarized statement from landlord, electric bill showing physical address in applicant's name, voter registration card showing physical address or telephone bill showing physical address in applicant's name.~~

Patient Registration Form: A Contract Health application/Patient Registration is required to determine eligibility for NVC Contract Health services. Incomplete applications will be returned to the sender with a notice of missing documents.

Certificate of Indian Blood

Complaints:

Complaints made against the Health Department staff must be submitted in writing to the Tribal Administrator. Complaints must be written, signed, and dated.

Appeal Process:

In the event that the beneficiary is not satisfied with the Contract Health Program Coordinator's decision, the beneficiary has the right to appeal. The process is:

The beneficiary must submit a written appeal to the Tribal Administrator.

The Contract Health Program Coordinator will gather all pertinent information (policies, correspondence, etc.) pertaining to the decision being disputed and present it to the Tribal Administrator. The Tribal Administrator will determine if the decision was made in compliance with NVC Specialty Optometry policies and procedures.

The Tribal Administrator will have the final decision.

Confidentiality:

All beneficiaries' files and records are confidential. NVC will not release information by mail, phone, e-mail or fax without a signed Release of Information from applicant requesting release of their records or information. Pursuant to the Health Insurance Portability and Accountability Act of 1996(HIPAA), NVC may share protected health information (PHI) for treatment purposes without a signed Release of Information form. 45 C.F.R. § 164.506(c)(2). Treatment is defined as "the provision, coordination, or management of health care and related services by one or more health care providers, including the coordination or management of health care by a health care provider with a third party; consultation between health care providers relating to a patient; or the referral of a patient for health care from one health care provider to another." 45 C.F.R. § 164.501.