



Provider Memorandum

Paper Claim Submission Update

Effective **December 1st, 2022**, Molina will no longer accept claims submitted via non-approved submission pathways. Molina accepts claims electronically via clearinghouse and through the [Portal](#). Molina also accepts paper claims on original (red colored) CMS-1500 and 1450 (UB-04) claim forms sent to the Molina Claims PO Box identified below. This PO Box is also found in the Provider Manual, and on the Member ID card.

**Molina Healthcare of Wisconsin, Inc.
PO Box 22815
Long Beach, CA 90801**

New and/or corrected paper claims must be sent to via these approved routes ensure they are received in a controlled, secure environment, and to reduce delays in processing. **Paper claim submissions will not be considered "accepted" by Molina until received at the appropriate Claims PO Box.**

Claims submitted to non-approved locations/pathways (e.g., Molina physical office locations) will be returned.

Paper claim submission requirements:

Please note that submission of paper claims must adhere to the following requirements:

- Paper claims must use original Flint OCR red and white CMS 1500 (02/12) and CMS 1450 (UB-04) paper claim forms.
- Other claim form types will be upfront rejected and returned to the provider. This includes black and white forms, copied forms as well as forms with any altering to include claims with handwriting.
- Paper claims are typed with either 10- or 12-point Times New Roman font in black ink.
- Paper claim submission must avoid the use of highlights, italics, bold text, or staples.

Additional information on claim submission requirements is available in our Provider Manual(s). The Provider Manual(s) is available at: MolinaHealthcare.com.

Questions?

We're here to help. Contact your Provider Network Manager or email the Provider Network Management team at WIProviderNetworkManagement@MolinaHealthCare.Com or visit MolinaHealthcare.com.

Register Now for Availity, Molina Healthcare's Inc. (Molina) New Provider Portal

Learn how Molina is working with Availity at availity.com/molinahealthcare.