

BAY COUNTY FRIEND OF THE COURT
INSTRUCTIONS FOR HEALTH CARE EXPENSE REIMBURSEMENT

This process has been established for enforcement of uninsured medical expenses through the Friend of the Court (FOC). The FOC encourages parties to attempt to resolve issues regarding uninsured medical expenses prior to requesting FOC assistance. The FOC cannot act as your attorney, but will assist you in resolving this matter if an agreement cannot be reached.

For the FOC to assist you:

- A court order must exist that requires the other party to pay a percentage of uninsured medical expenses.
- Claims can only be submitted for uninsured expenses that are less than one year old.
- The bills must be submitted to all available insurance before submitting to a co-parent or the FOC. Uninsured health care expenses which result from a party's choice not to use available health care insurance will not be enforced.
- The parent seeking medical services is responsible for payment of the expenses to the provider. While the FOC will enforce the other parent's financial responsibility, the FOC will not collect medical bills on behalf of or communicate with a service provider.
- The recipient of support must have proof of out-of-pocket expenses that exceed the annual ordinary medical amount stated in the uninsured medical/health-care expense paragraph of the most recent support order.
- The parent seeking reimbursement must submit bills along with explanation of benefits or proof of insurance payment which include the name of the child receiving services, the name of the provider, the date, nature, and cost of the service.

Upon receipt of your request, the FOC will determine if all of the above requirements have been met. If not, the bills will be returned to you. If so, the FOC will calculate the other parent's responsibility, notify each party of the results, and provide further instruction.