

# GHC-SCW PPO MEMBERSHIP GUIDE



**BETTER TOGETHER**<sup>SM</sup>



## THANK YOU FOR CHOOSING GHC-SCW

On behalf of all of us at Group Health Cooperative of South Central Wisconsin (GHC-SCW), thank you for choosing one of the top-rated health plans in Wisconsin for your insurance and health care needs. You have chosen the GHC-SCW Preferred Provider Option (PPO) plan, which gives you the freedom to choose from a large selection of Providers from across the country.

Please read this membership guide carefully. In it you will find your member identification (ID) card(s), general health plan information, guidance on how to access your specific plan documents, GHC-SCW contact information and more.

If you have questions, comments or concerns about your health insurance plan or health care, please contact our Member Services team at (608) 828-4853 or toll-free at (800) 605-4327 (TTY Number: (608) 828-4815) and request Member Services.

# TABLE OF CONTENTS



## WELCOME TO GROUP HEALTH COOPERATIVE OF SOUTH CENTRAL WISCONSIN

We're glad you've chosen to join more than 79,000 GHC-SCW members who understand we truly are **Better Together**.<sup>SM</sup>

Take a moment to look through this membership guide. It's your guide to your health plan and your health care!

|                              |         |
|------------------------------|---------|
| Connect With Us .....        | 1       |
| Understanding Your Plan..... | 2 - 3   |
| Get Care.....                | 4       |
| GHC Care OnDemand.....       | 5       |
| Prior Authorization .....    | 6       |
| Online Tools.....            | 7       |
| Pharmacy.....                | 8 - 9   |
| Member Owner Rewards .....   | 10-11   |
| Terms to Know.....           | 12      |
| More Information .....       | 13 - 14 |
| About GHC-SCW.....           | 15      |

## CONNECT WITH US

We look forward to connecting with you and want to help you get the most value from your membership.



### MEMBER SERVICES

Our Member Services team helps you get the most of your GHC-SCW coverage. Feel free to contact us by phone, weekdays from 8 a.m. to 5 p.m., at **(608) 828-4853** or toll-free at **(800) 605-4327 (TTY Number: (608) 828-4815)** and request Member Services.

If you prefer, you may contact us by email at **member\_services@ghcscw.com**.



### CARE MANAGEMENT

Our Care Management team is here to assist you during your transition of health care to GHC-SCW.

To speak privately to a Care Management registered nurse, please contact us at **(608) 257-5294**.



### SOCIAL MEDIA AND BLOG

Stay connected with GHC-SCW on your favorite social media platform! Follow us for the latest updates on healthcare, wellness tips, community news and exclusive content tailored just for you.

## UNDERSTANDING YOUR PLAN

We're pleased to provide you with the tools you need to understand your benefits and receive exceptional health care. Use this booklet, [ghcscw.com](http://ghcscw.com) and our Member Services team to answer your questions about your health plan and your health care.



### MEMBER IDENTIFICATION (ID) CARD

Your new GHC-SCW member identification card is attached.

Please carry your card with you to present each time you receive care. Your Member ID Card contains important plan information such as your member number and plan number. The logos listed on your card will identify in-network and out-of network benefits.



### PLAN DETAILS AND DOCUMENTS

View your health plan information at [planfinder.ghcscw.com](http://planfinder.ghcscw.com) or go to [ghcscw.com](http://ghcscw.com), click on "For Members," select "Your GHC-SCW Benefits," and choose the red MyPlanFinder button.

To access your plan documents, enter your plan number. Your plan number can be found on your Member ID card. Visit [planfinder.ghcscw.com](http://planfinder.ghcscw.com) to view, save or print important information about your benefits and coverage such as:



### BENEFIT SUMMARY

Your Benefit Summary is a quick overview of just some of the benefits and covered services included in your health plan.

For a complete description of covered services, view your Member Certificate and any amendments or riders to your benefit plan.



## **BENEFIT SUMMARY**

Your Benefit Summary is a quick overview of just some of the benefits and covered services included in your health plan. For a complete description of covered services, view your Member Certificate and any amendments or riders to your benefit plan.



## **SUMMARY OF BENEFITS AND COVERAGE (SBC)**

Your Summary of Benefits and Coverage (SBC), which all health issuers must provide to you, also provides an outline of your benefit plan.



## **MEMBER CERTIFICATE**

Your Member Certificate outlines which benefits and services are included and excluded under your benefit plan and also describes the terms, conditions, and limitations of the benefits you receive.



## **PLAN AMENDMENTS AND RIDERS**

Plan amendments and riders alter the Member Certificate language to include, exclude, and/or modify the benefits you are eligible to receive.



## **FORMULARY**

GHC-SCW drug formularies provide a list of prescription drugs available under your benefit plan.

If you would like a free copy of these materials printed and mailed to you, please contact our Member Services team at **(608) 828-4853** or toll-free at **(800) 605-4327 (TTY Number: (608) 828-4815)** and request Member Services.



### PRIMARY CARE

Your Primary Care Provider (PCP) is your first point of contact for health care. To view details about our PPO Providers online, visit **ghcscw.com**, select **“Find A Provider,”** choose **PPO Network** or visit **multiplan.us** to browse additional in-network providers through the MultiPlan website.



### SPECIALTY CARE

If you need Specialty Care, you may visit any in-network Specialty Provider. Your PCP may direct you to see a particular Specialist. To verify the Specialist is in-network, visit **ghcscw.com**, and select **“Find A Provider,”** visit **multiplan.us** to browse additional in-network providers through the MultiPlan website or contact our Member Services team at (608) 828-4853 or toll-free at (800) 605-4327.



### URGENT CARE APPOINTMENTS

If you're unable to schedule an appointment with your PCP and your health concern is urgent, you can visit an in-network urgent care location. Urgent Care treats non-life threatening conditions.



### EMERGENCY CARE

Emergency Care is medical care for a life-threatening medical condition that could cause serious jeopardy to a person's health. If you require Emergency Care, please go to your designated hospital emergency room for treatment. If that isn't possible, go to the nearest emergency room or call 911.

To find the nearest **Urgent Care or Emergency Medicine Provider**, head to **ghcscw.com** and select **“Find A Provider”** and select PPO Network or visit **multiplan.us** to browse additional in-network providers through the MultiPlan website. You may also contact our Member Services team at **(608) 828-4853** or toll-free at **(800) 605-4327 (TTY Number: (608) 828-4815)**.





## Video Visit Using GHCMYChart<sup>SM</sup>

With **GHCMYChart<sup>SM</sup>** Video Visits, members can safely visit with GHC-SCW health care providers and receive the same exceptional care experienced at a GHC-SCW clinic. Visits are set up using **GHCMYChart<sup>SM</sup>** and available for preventive and wellness visits.\* **Contact your clinic or log in to GHCMYChart<sup>SM</sup> to schedule.**



## Virtual Urgent Care Powered by KeyCare

Receive 24/7, 365 non-emergency medical care from a licensed provider online. You can be at home, the office or anywhere else and receive virtual care using your computer, tablet or smartphone. You must have a GHCMYChart<sup>SM</sup> account to access Virtual Urgent Care powered by KeyCare.\*\*

**Visit [ghcscw.com/KeyCare](https://ghcscw.com/KeyCare) for more information.**



## Virtual Therapy Powered by MDLIVE

See a licensed therapist or board-certified psychiatrist from your home, office, or on-the-go, 24/7, 365 by phone or secure video to help treat any non-emergency behavioral health condition.\*\*

**Visit [ghcscw.com/MDLIVE](https://ghcscw.com/MDLIVE) for more information.**



## GHC NurseConnect

GHC NurseConnect is staffed 24/7/365 to answer your questions and help you plan your next steps. Get general care advice for a cough, cold, fever, flu, sore throat and more. Address your health-related concerns with a registered nurse.

**Contact GHC NurseConnect today at (608) 661-7350 or toll free at (855) 661-7350.**

\*You must be in Wisconsin at the time of the appointment.

\*\*Virtual care visits powered by KeyCare and MDLIVE are not available for Medicare Select, BadgerCarePlus or MMSD-Quartz patients. Plan conditions apply for members with HSA benefit plans.

Preferred Provider Option (PPO) plan members have the freedom to see the Provider of your choice, but prior authorization may still be required for certain benefits and services.



### **PRIOR AUTHORIZATION**

Prior Authorization is the process by which GHC-SCW provides prior written approval for coverage of specific benefits, treatments, Durable and Disposable Medical Equipment (DME), Prescription Drugs and supplies. The purpose of Prior Authorization is to determine and authorize the following:

*The specific type and extent of care, Durable and Disposable Medical Equipment, Prescription Drug or supply that is necessary;*

*The number of visits, or the period of time, during which care will be provided;*

*The Provider to whom the Member is being referred; and*

*Whether the Member should receive coverage for the services from an out-of-network Provider because necessary services are not available from an in-network Provider.*

If Prior Authorization is not received prior to the date of service and/or receipt of supplies, your Provider should contact GHC-SCW's Care Management Department for a determination of Medical Necessity.

The Prior Authorization lists may differ depending on your health plan. Please contact Care Management at (608) 257-5294.



GHCMYChart<sup>SM</sup> gives you secure, online access to your medical records, insurance information and much more. To register, activate or log in to your GHCMYChart<sup>SM</sup> account, visit [ghcscw.com](http://ghcscw.com) and select “GHCMYChart<sup>SM</sup>” in the top menu.

## FEATURES

- Schedule appointments.
- Refill medications.
- View and print immunization records.
- View select test results.
- Communicate with GHC-SCW clinic staff.
- Access your children’s medical and insurance information with GHCFamilyChart®.



## PROVIDER PORTAL

To verify a Provider is in-network, use the MultiPlan PPO provider portal located at [multiplan.us](http://multiplan.us) and select “Find A Provider.” The logos listed on your member identification card will identify in-network and out-of-network benefits.

\*MyChart® is a registered trademark of Epic Systems corporation. GHCMYChart<sup>SM</sup> is a registered service mark of GHC-SCW.

We offer our members a broad network of pharmacies to make sure getting your prescriptions filled is convenient for you!



### **GHC-SCW CLINIC PHARMACIES AND PHARMACISTS**

GHC-SCW pharmacists help you navigate the complex world of medications by answering questions on therapy, performing dose verification, analyzing drug interactions and completing medication reviews. If you have any questions, please call **608-257-9732 (TTY Number: (608) 828-4815)** or visit **ghcscw.com**, select “Get Care” and click “Pharmacy.”



### **GHC-SCW MAIL ORDER PHARMACY**

Prescriptions are delivered right to your door with our **FREE MAIL ORDER** service. GHC-SCW pharmacies can dispense a 90 day supply on most medications. Most prescriptions arrive within 3-5 days after your refill request. Note some medications can not be shipped. **GHC-SCW mail orders can only be shipped to a location within the state of Wisconsin.** For the Sauk Clinic Pharmacy, call **(608) 831-1773**.



### **NAVITUS PHARMACY NETWORK**

In addition to GHC-SCW pharmacies, you have the freedom to use any participating pharmacy in our national Navitus Health Solutions network, which includes most major pharmacies and independent community pharmacies. Show your GHC-SCW/Navitus identification card to your eligible pharmacy.



## MAIL PHARMACY

GHC-SCW offers members the Birdi Mail Pharmacy. Birdi is an option for patients getting prescriptions mailed out of state. Please call **(855)-247-3479** or visit **BirdiRx.com** for more information.



## FORMULARIES

GHC-SCW drug formularies provide a list of prescription drugs available under your specific benefit plan. You can find your plan's formulary on **MyPlanFinder** or **ghcsw.com**, with your other plan documents. See the Understanding Your Plan section in this booklet for information on your plan's formulary. For questions about formularies, please call **(608) 828-4811**.

# MEMBER OWNER REWARDS

GHC-SCW member-owners, the power of being part of south central Wisconsin's only non-profit health care Cooperative just got better. Now, you automatically qualify for our **Member Owner Rewards**.

## Member Owner Rewards Include:



### **GHC MYCHART<sup>SM</sup> & THE MOBILE GHC MYCHART APP**

The power of all your health information in one place.  
Easy, convenient and safe.



### **MANAGEWELL<sup>®</sup> REWARDS**

GHC-SCW has a member-centric wellness rewards program\* called **ManageWell<sup>®</sup>**. This online platform includes an entire suite of programs, activities and challenges. Complete healthy activities to earn rewards. Activities include your yearly wellness exam, exercises, annual screenings, tests and other ways to protect your health and wellness. Learn more at [ghcscw.com/managedwell](http://ghcscw.com/managedwell).



### **GHC CARE ONDEMAND | VIRTUAL CARE OPTIONS**

When you have a GHC-SCW card in your wallet you can get care, anywhere.

- GHCMYChart<sup>SM</sup> Video Visits
- Virtual Urgent Care Powered by KeyCare
- Virtual Therapy Powered by MDLIVE
- GHC NurseConnect

\*The ManageWell<sup>®</sup> reward program is not available to all members. ManageWell<sup>®</sup> is not available to State (ETF)/WPEG/FEHB members. Reward restrictions apply to BadgerCare Plus members.



## **GHC EXPERIENCE GUARANTEE<sup>SM</sup>**

We give you the power to decide if your experience was worth what you paid. Wisconsin's first and only money-back health care guarantee. If your experience at a GHC-SCW clinic doesn't meet your expectations, tell us about it, and at your request, we'll refund some or all of the out-of-pocket costs associated with your visit.

Visit [ghcscw.com/experienceguarantee](https://ghcscw.com/experienceguarantee) to review our terms and conditions or to get started!



## **EYE CARE AND WELLNESS DISCOUNTS**

### **Studio Z Salon**

(608) 221-7888 | [studiozmadison.com](https://studiozmadison.com)

Studio Z Salon & Spa is an inviting full-service salon and spa established over 30 years ago. Current GHC-SCW members will receive \$20 off all 60 or 90 minute massage services.\*

### **Inner Wisdom Acupuncture**

[innerwisdomacu.com](https://innerwisdomacu.com) | [innerwisdomacu.janeapp.com](https://innerwisdomacu.janeapp.com)

Inner Wisdom Acupuncture's deep-rooted passion for holistic health fuels their dedication to each patient. Current GHC-SCW members will receive \$10 off acupuncture (initial & follow-up services).\*

### **GHC-SCW Eye Care Center**

(608) 257-7328 | [ghcscw.com](https://ghcscw.com)

GHC-SCW members get a discount of 20% on retail eye care products such as frames, non-prescription sunglasses, reading glasses, solutions and drops. Members also receive 10% off of a 12-month supply of contacts!

\*GHC-SCW members will need to show current GHC-SCW insurance card in order to receive their discount.

## TERMS TO KNOW

Please refer to your plan documents (Benefit Summary and SBC) for the Deductible, Coinsurance, Maximum Out-of-Pocket (MOOP), and any Copayments specific to your plan.

**DEDUCTIBLE:** The amount you owe for covered health care services before your health insurance begins to pay.

**COINSURANCE:** Your share of the cost of a covered health care service, calculated as a percentage of the allowed amount for the service.

**MAXIMUM OUT-OF-POCKET (MOOP):** The most you pay during a policy period before your health insurance or plan begins to pay 100% of the allowed amount of covered health care services. This limit never includes your premium, balance-billed charges or health care your health insurance or plan doesn't cover.

**COPAYMENT:** A fixed amount a member pays for covered health services usually when a member receives the services.

**IN-NETWORK:** Providers who are contracted with GHC-SCW health insurance plan are considered in-network. Coinsurance and Copayments for visits to in-network Providers generally cost less than Coinsurance and Copayments for out-of-network Providers.

**OUT-OF-NETWORK:** Providers who are not contracted with GHC-SCW health insurance plan are considered out-of-network. If you choose to see an out-of-network Provider, you may be required to pay at the time of service and submit the claims to the network yourself.

*Please Note: Any out-of-network Provider claims that exceed reasonable and customary fees and charges are the member's sole responsibility.*



## MORE INFORMATION

We encourage you to view your member materials and benefit information online.

Visit [ghcscw.com](http://ghcscw.com), select **For Members**, then **Your Benefit Information** to access important member information including an electronic copy of this GHC-SCW Membership Guide and the following:

- [MyPlanFinder](#):  
Your online tool to obtain plan documents
- [Explanation of Benefits Key](#)
- [Notice of Privacy Practices](#)
- [Health Plan Member Information](#)
- [Patient Protection Disclosure](#)
- [Rights and Responsibilities](#)
- [Women’s Health Notice](#)
- [Advance Directive, Living Will, Or Power Of Attorney For Health Care Notice](#)

On [ghcscw.com](http://ghcscw.com) you can also:

- View Provider Directories
- Sign up for your GHCMYChart<sup>SM</sup> account
- Take steps to select your Primary Care Provider
- Make an appointment
- Transfer your medical records, prescriptions and specialty care
- Learn about our Member Owner Rewards
- And more!

If you would like a free copy of any of these materials printed and mailed to you, please contact our Member Services team. Feel free to contact us by phone, weekdays, from 8 a.m. – 5 p.m., at **(608) 828-4853** or toll-free at **(800) 605-4327 (TTY Number: (608) 828-4815)** and request Member Services. If you prefer, you may contact us by email at [member\\_services@ghcscw.com](mailto:member_services@ghcscw.com).

### GHC-SCW Nondiscrimination Notice and Language Assistance Services

GHC-SCW complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex.

**ATTENTION:** If you speak English, language assistance services, free of charge, are available to you. Call (608) 828-4853 or (800) 605-4327, ext. 4504 (TTY: (608) 828-4815).

**ATENCIÓN:** Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al (608) 828-4853 or (800) 605-4327, ext. 4504 (TTY: (608) 828-4815).

**LUS CEEV:** Yog tias koj hais lus Hmoob, cov kev pab txog lus, muaj kev pab dawb rau koj. Hu rau (608) 828-4853 or (800) 605-4327, ext. 4504 (TTY: (608) 828-4815).

An electronic copy of **GHC-SCW's Nondiscrimination Notice and Language Assistance Services** can be found on [ghcscw.com](http://ghcscw.com).

### Notice of Privacy Practices

GHC-SCW is legally required to protect the privacy of each member's health information, and doing so is of extreme importance to GHC-SCW.

We call this information "protected health information" or PHI. This information includes your personal and demographic information that identifies you and that relates to your past, present or future physical or mental health condition and related health care services. Please read the **GHC-SCW Notice of Privacy Practices** for more information as well as your **Rights and Responsibilities**. The GHC-SCW Notice of Privacy Practices can be found at [ghcscw.com](http://ghcscw.com), scroll to the bottom of the page, and select Privacy in the footer bar or type Privacy in the search bar on any page. If you would like a free copy of these materials printed and mailed to you, please contact our Member Services team at **(608) 828-4853** or toll-free at **(800) 605-4327** and request Member Services.

## ABOUT GHC-SCW

When your health care and your health plan work together, the result is the superb care and impeccable service you've come to expect from Group Health Cooperative of South Central Wisconsin (GHC-SCW).

**YOUR HEALTH CARE. YOUR HEALTH PLAN. BETTER TOGETHER<sup>SM</sup>.**

### **OUR MISSION. WHO WE ARE AND WHY WE EXIST.**

We partner with members and the communities we serve to maximize health and well-being.

### **OUR VISION. WHO WE ASPIRE TO BE.**

As a local, not-for-profit, member-owned Cooperative, we are the most trusted resource for lifelong health and well-being in the communities we serve.

### **COMMON VALUES. THE VALUES WE SHARE.**



**MEMBER-CENTERED**



**QUALITY DRIVEN**



**INNOVATIVE**



**COMMUNITY INVOLVED**



**NOT-FOR-PROFIT COOPERATIVE**



**EQUITABLE AND INCLUSIVE**

