

MICHELLE LUJAN GRISHAM **GOVERNOR**

DUFFY RODRIGUEZ ACTING CABINET SECRETARY

MARK TYNDALL DIRECTOR RISK MANAGEMENT DIVISION

State of New Mexico General Services Department

ADMINISTRATIVE SERVICES DIVISION (505) 476-1857

FACILITIES MANAGEMENT DIVISION (505) 827-2141

> PURCHASING DIVISION (505) 827-0472

RISK MANAGEMENT DIVISION (505) 827-2036

STATE PRINTING & GRAPHIC SERVICES BUREAU (505) 476-1950

> TRANSPORTATION SERVICES DIVISION (505) 827-1958

Benefit Claims Appeal Process

Steps:

- 1. Appeals for benefit claims must <u>first</u> be submitted to the respective carrier.
- 2. If you are not satisfied with the decision made on behalf of the carrier you may submit appeals for the following claim type(s) in writing to the State of New Mexico Employee Benefits Bureau.
 - MEDICAL
 - PRESCRIPTION
 - DENTAL
 - VISION
 - EMPLOYEE ASSISTANCE PROGRAM
 - LIFE INSURANCE

E-Mail: GSDRMD.EBB@state.nm.us

Mail: Risk Management Division-Employee Benefits Bureau

PO Box 6850

Santa Fe, NM 87502