

## Concordia University International Student Health Plan

### How to find a doctor or pharmacy

**For minor illnesses and non-emergency situations please visit the campus health center first.** Your campus health center will be able to assist you with most medical needs and can help refer to a specialist/hospital if needed. If your campus health center is closed or cannot provide the service needed, please visit a clinic or Urgent Care facility. Hospitals should only be used for life threatening situations; you will be charged \$100 for each visit to a hospital.

Below is a sample of our In Network providers near your campus, please make sure to call ahead and make an appointment.

Walk – in Clinics	Urgent Care Facilities	Hospitals	Pharmacies
<u>MinuteClinic Diagnostics of Illinois, LLC</u> CVS Pharmacy 345 Madison Street Oak Park, IL 60302 Phone: (866) 389-2727	<u>Loyola Center for Health at River Forest</u> 7617 W. North Avenue River Forest, IL 60305 Phone: (888) 584-7888	<u>Rush Oak Park Hospital</u> 520 South Maple Avenue Oak Park, IL 60304 Phone: (708) 383-9300	<u>CVS Pharmacy #3889</u> 7929 North Avenue River Forest, IL 60305 Phone: (708)-366-2298
<u>MinuteClinic Diagnostics of Illinois, LLC</u> MinuteClinic inside Target 800 Broadview Village Square Broadview, IL 60155 Phone: (866) 389-2727	<u>Concentra Health Services, Inc.</u> 10137 West Grand Franklin Park, IL 60131 Phone: (847) 451-7590	<u>Westlake Hospital</u> 1225 West Lake Street Melrose Park, IL 60160 Phone: (708) 681-3000	<u>Walgreens 03076</u> 7251 Lake St. River Forest, IL 60305 Phone: (708) 366-9960
<u>MinuteClinic Diagnostics of Illinois, LLC</u> CVS Pharmacy 9139 Broadway Avenue Bookfield, IL 60513 Phone: (866) 389 - 2727	<u>MedSprings Urgent Care</u> 1520 North Damen Avenue Chicago IL 60622 Phone: (312) 283-5550	<u>Riveredge Hospital</u> 8311 West Roosevelt Road Forest Park, IL 60130 Phone: (708) 771-7000	<u>Target</u> 850 W North Ave Melrose Park, IL 60160 Phone: (708) 338-2784

Your plan uses the Aetna network in the United States, other In Network providers can be found by visiting: [Aetna Network](#)

For pharmacy benefits your plans uses the Caremark network, other In Network providers can be found by visiting: [Pharmacy](#)

### How to File a Claim

**The claim form is to be used only when a provider does not bill the Company directly, and when you have out-of-pocket expenses to submit for reimbursement.** All claims forms must have itemized bills and receipts attached, and should include the following information: name of patient; printed invoice number; name and entity of medical practitioner or institution; description of services rendered. Prescriptions must accompany all pharmacy bills.

Claims Forms are downloadable from [www.gbg.com](http://www.gbg.com). GBG Administrative Services (**GAS**) can also send Claims Forms by e-mail, upon request. GBG must receive completed forms within **180 days** of treatment to be eligible for reimbursement of covered expenses.

#### Mail the Claim Form and documentation to:

**GBG Administrative Services, Inc.**  
**27422 Portola Parkway, Suite 110**  
**Foothill Ranch, CA 92610**

#### Submission of claims by Scan or Online

- Scan claims to: [eclaims@gbg.com](mailto:eclaims@gbg.com)
- Log-on to [www.gbg.com](http://www.gbg.com)