

# Medical, Prescription and Optician Costs

## 4.1 Medical Claims and Invoices

If you attend a medical appointment and there is a cost included, where possible ask the provider for an invoice. This can then be sent electronically to [UKStratCom-DMS-DPHC-EJSU-Fin@mod.gov.uk](mailto:UKStratCom-DMS-DPHC-EJSU-Fin@mod.gov.uk) and the provider will be paid directly. There is no further action required by the SP / patient.

If the appointment has been arranged / approved through Healix and you receive an invoice please forward onto [UKStratCom-DMS-DPHC-EJSU-Fin@mod.gov.uk](mailto:UKStratCom-DMS-DPHC-EJSU-Fin@mod.gov.uk) for action.

If you pay for your treatment / prescription and need to reclaim costs via JPA, please complete a [FIN07 Form](#) which needs to be signed by the SP (this can be electronic) and then send with proof of payment direct to [UKStratCom-DMS-DPHC-EJSU-Fin@mod.gov.uk](mailto:UKStratCom-DMS-DPHC-EJSU-Fin@mod.gov.uk) - a JPA claim code and UIN will then be issued so a claim can be inputted onto JPA by the SP. The authorisation code is to be used in the justification box on JPA no further information is required.

All enquiries regarding medical finance should be sent to [UKStratCom-DMS-DPHC-EJSU-Fin@mod.gov.uk](mailto:UKStratCom-DMS-DPHC-EJSU-Fin@mod.gov.uk)

### Guide to submitting JPA Claims for CEP claims

Change to authorised currency

Drop down to miscellaneous

Enter Claim code issued by CEP

Change UIN issued by CEP

Drop down to yes and enter UIN issued by CEP

As the CEP will redact any medical information from finance claims, patients should ensure that all JPA Claims are only submitted via the CEP thus protecting their medical confidentiality. Claims must be submitted within 90 days as per JSP 752.

Patients should note that the CEP will endeavour to, on receipt of their claim form and required supporting documentation, issue them with their claim reference and UIN to submit a claim on JPA within five working days.

Patients should note that only medication which has been prescribed by a healthcare professional can be claimed for.

Patients should note that all secondary healthcare must be approved by Healix. See [section 2.3](#)

If a patient does not wish the Head of Household to manage a claim on their behalf they should contact the CEP who can assist.

## **4.2 Direct/Cashless Billing**

Where direct billing is in place there is no requirement to pay for services at the point of delivery as the provider will bill the MOD direct via Healix or the CEP. Please contact the CEP or your NSE for further details on direct billing providers for your area.