



State of Michigan
Thirty-Sixth Judicial Circuit Court
Family Division
Friend of the Court Office
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Family Division
Judges
William C. Buhl
Paul E. Hamre
Frank D. Willis
Friend of the Court
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INSTRUCTIONS FOR DEMAND OF HEALTH CARE EXPENSES

Before using this form, you must 1) provide the other parent with copies of all bills, 2) provide the other parent with copies of all related insurance statements, and 3) try to obtain the reimbursement directly from the other parent. You should do this within 28 days of receiving final word from the insurance company as to whether or not health care expenses are covered by the health care coverage plan.

If the other parent fails to respond to your request, or the response is not satisfactory, then you should use the attached form, Demand for Health Care Expenses, to request assistance from the Friend of the Court (FOC) Office.

DO NOT send the bills and insurance statements to the FOC Office. Send the attached form only. Do bring the bills and insurance statements to the FOC Office, in the event of a meeting or hearing regarding medical expenses.

Complete the following items for each bill, on the attached sheet:

- a) The date the service was provided,
- b) the name of the child receiving service,
- c) the name of service provider,
- d) the nature of the service (e.g. well child visit, teeth cleaning),
- e) the cost of the service,
- f) the amount paid by insurance,
- g) any amounts that are written off by the provider, for example, discount for participator savings,
- h) the amount of unreimbursed health care expense. This is equal to the cost of the service less any amounts paid by insurance and less any amounts written off by the service provider.

The Court will not enforce any health care expenses that are over one (1) year old from the date of service.

Health care expenses are generally added to the support account as a past due amount of support and are collected similarly to child support arrearages.

Review your Court order before submitting your Demand for Health Care Expenses. Do you have to exceed a minimum amount of expenses before asking for reimbursement?