



Relation Insurance Services
2180 South 1300 East, Suite 520
Salt Lake City, UT 84106
(801) 412-2628 ~ Fax: (801) 412-2625
Janet.karaica@relationinsurance.com

Please present your provider with the following information at the time of service:

Williams College – Intercollegiate Sports

Effective Date – September 1, 2017

All charges must be filed with the insured's primary insurance carrier prior to being submitted to our office. Please submit the primary Explanation of Benefits with the HCFA 1500 and/or UB04 forms. If primary insurance denies any charges, the denial must be submitted with all bills for consideration. We cannot process any charges from a statement.

- For Physical Therapy, please submit the PT Prescription & Initial Evaluation
- For any type of brace, please submit a Letter of Medical Necessity

Please contact Janet Karaica at the above information with any questions regarding service, benefits, or billing.