

STEP 2: Choose method of Ineligible Claim repayment:

4 options to correct an ineligible claim:

1. Credit Card

Use your personal credit card to pay back the plan. Go [here](#), choose Credit Card Payments

Please note: There is a \$10.00 convenience fee for credit card payments. It will take 2 business days for the transaction to be approved. Once approved, your card will be reactivated.

2. Electronic Check

Use your personal banking account to pay back the plan. Go [here](#), choose Electronic Check

Please note: There is a \$10.00 convenience fee for credit card payments. It will take 2 business days for the transaction to be approved. Once approved, your card will be reactivated.

1. Paper Check

Use your personal banking account to pay back the plan. Send your check along with this completed form to:
BBP Admin

Attn: Ineligible Claim Repayment

125 West Orchard Street

Itasca, IL 60143

Please note: It will take 2 business days for the transaction to be approved once your check has been received.

Once approved, your card will be reactivated.

2. Offset

If you have another claim that you paid with your own form of payment (not the Benefits Card), please send in the required substantiation along with the credit card receipt or cancelled check to show it will not be paid with the Benefits Card.

STEP 3: Return this completed form and return to BBP Admin

Email: support@bbpadmin.com – all options except Paper Check option

Fax: 630-775-8568 – all options except Paper Check option

Mail: 125 West Orchard Street, Itasca, IL 60143 – Paper Check option must mail check and form