



Horizon Blue Cross Blue Shield of New Jersey

Request for Amendment of Private Information

Instructions: To request a change to your records held by Horizon Blue Cross Blue Shield of New Jersey, and its business associates, please complete the information below, sign in the space provided and return to: Horizon BCBSNJ, Attn: HIPAA Team, P. O. Box 1458, Newark, New Jersey 07101-1458 or via fax at 973-274-2358.

Member Information (please print)

Name: _____

Subscriber Identification #: _____ Date of Birth: ____/____/____

Address: _____

City: _____ State: _____ Zip: _____

Telephone #: _____

Date of information/record to be amended: ____/____/____

Please list records to be amended and the correction to be made.

Please be advised that Horizon BCBSNJ does not create or originate medical records. For changes in these records you should consult with your provider.

Please attach documentation that supports your Request for Amendment.

If an amendment is made, I request that the amended information described be released to the following parties:

Name Address

Name Address

Name Address

Signature of Member (or Personal Representative)

Date

Personal representatives who have not previously been registered with Horizon BCBSNJ must submit documentation supporting their authority to make this request.