



VSP Out-of-Network Reimbursement Form

Employer: California State University

Group Plan Number: 12292796

Employee Information:

Employee's Name: _____

Date of Birth: _____

Last 4-digits of Employee's Social Security Number: _____

Campus of Employment: _____

Mailing Address: _____ City: _____

State: _____ ZIP Code _____

Phone #: _____

Patient Information:

Patient's Name: _____

Date of Birth: _____

Relationship to Employee: _____

Reimbursement Request Information:

Date Services were received: _____

Services received (please circle any that apply and provide the amount paid for each)

Exam \$ _____

Lenses: \$ _____

Lens Options: \$ _____
\$ _____

Frame \$ _____

Contact Lenses \$ _____
\$ _____

If available, provide the following information about the out-of-network doctor where services were rendered:

Provider Name: _____

Phone Number: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Instructions for Reimbursement:

Attach a copy of the itemized receipt to this form and mail to the address below. For employees eligible for the Video Display Terminal (VDT) coverage, you must also obtain the VSP VDT Confirmation Form from the campus Benefits Office and include it with the paperwork in order to be reimbursed according to the CSU plan allowances.