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B Premium Billing and Payment

Policy

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Policy

The AHCCCS Division of Business and Finance (DBF) receives premium information and mails a bill for the premium to the customer on the 1st day of each month. If the 1st day of the month is a weekend or holiday, the bills are mailed on the first working day.

The monthly billing statement notifies the customer of:

- The children enrolled in KidsCare;
- The date covered;
- The total amount due; and
- Premium due date.

1) When Are Premium Payments Due?

Premiums are due by the 15th of the month for the current month's eligibility.

If the balance is not paid before the first of the following month, the next premium billing statement includes the:

- Current month's premium(s);
- The past due amount; and
- Information about the premium hardship waiver ([MA1207.D](#)) if there is a past due amount for the child's premium.

See [MA1207.C](#) for additional information about non-payment of premiums.

2) How Can Payments be Made?

The customer or anyone else may pay the premium by:

- Cashier's check;
- Personal check;
- Money order; or
- Credit or debit card.

NOTE Health-e-Arizona Plus (HEAplus) allows customers to pay their premiums online using either a debit card or credit card.

Premiums may be made in advance. For example, the customer may pay quarterly, bi-annually or annually.

SEE <HOW TO LOCATE HOUSEHOLD ACCOUNT BALANCES> FOR INFORMATION ON THE HOUSEHOLD'S ACCOUNT BALANCE OR LAST PAYMENT RECEIVED.

3) Premium Changes

A change in income, number of members in the household, or the number of children who are KidsCare eligible may affect the premium amount.

Changes in premium are effective the month following the month the change is proven. However, if the premium amount increases, notice must be issued to inform the household of the increase at least 10 days before the first day of the following month. If there is not enough time to issue the 10-day notice, the increase does not change until the first day of the month after that.

Definitions

Term	Definition
Division of Business and Finance (DBF)	DBF is responsible for the billing, collection, and tracking of premium payments

Programs and Legal Authorities

Program	Legal Authorities
KidsCare	42 USC 1397bb(b) 42 CFR 457.Subpart E ARS 36-2903.01(D)(4) and 36-2982 AAC R9-31-303



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