

09/01/2025

Daisy Duck  
123 Lily Pond Lane  
Denver, CO  
XXXXXXXX

## **New information about your appeal**

Dear Daisy Duck,

You filed an appeal because you disagreed with a decision we made about your Health First Colorado (Colorado's Medicaid program) coverage or benefits. The Office of Administrative Courts (OAC) scheduled a meeting for you to discuss this with a judge. The courts call this meeting a **fair hearing**.

We are asking the courts to end your appeal and cancel the fair hearing because of information we received:

**You already received the benefit or service.** You filed an appeal because you disagreed with our denial of your benefit or service request. Our records show you already received this benefit or service.

As a Health First Colorado member, you are **not** responsible for paying for Medicaid covered benefits or services. Because you already received the benefit or service, **and** you are **not** responsible for paying for the benefit or service, you do not need a fair hearing to discuss the denial.

The papers that came with this letter have more information about the rules that apply to your situation. You should read this information and keep it for your records.

**If you think the information in this letter is wrong, tell the court by taking these two steps:**

1. Send a letter to the OAC that explains why you think the information in this letter is wrong. You can deliver the letter in person, **or** send it by mail, fax, or email:

Office of Administrative Courts

1525 Sherman Street, 4th Floor  
Denver, CO 80203

Phone: 303-866-2000

**Fax:** 303-866-5909

**Email:** [oac-gs@state.co.us](mailto:oac-gs@state.co.us)

2. Send a copy of the letter from Step 1 above to the Department of Health Care Policy and Financing by mail **or** email.

**Mail:**

Colorado Department of Health Care Policy and Financing  
Attn: Member Benefit Appeals  
303 E. 17th Avenue  
Denver CO 80203

**Email:**

[hcpf\\_memberbenefitappeals@state.co.us](mailto:hcpf_memberbenefitappeals@state.co.us)

Please be sure to attend your Fair Hearing if you disagree with the information in this letter. If you don't, the court will send a letter to ask you why you didn't attend, and they may dismiss your case.

**If you think the information in this letter is correct, please tell the court you would like to cancel your hearing.**

To ask to cancel, call the OAC or send them a letter or email using the contact information above. Ask for the hearing to be canceled because the case has been settled. If you do, you will save time for yourself and help other Health First Colorado members who need to get time scheduled with the OAC.

Your hearing is **not** canceled until you receive a hearing cancellation letter from the court. Please plan on attending your Fair Hearing unless you get a letter from the court that says the hearing is canceled.

**Questions?**

Please contact [hcpf\\_memberbenefitappeals@state.co.us](mailto:hcpf_memberbenefitappeals@state.co.us) if you have any questions. Thank you.

Sincerely,

Health First Colorado