

April 11, 2005

Member Name  
Address Line 1  
Address Line 2

**Re: Reapplying for NorthSTAR benefits before July 31, 2005**

Dear NorthSTAR Member:

Thank you for enrolling in the NorthSTAR program. We are happy to serve your mental health, substance abuse, and prescription needs. We are contacting you today because it is time for you to update your financial information with the NorthSTAR program. This process is required once a year during your birthday month. So Happy Birthday to you!

We will need you to fill-out and turn-in the Financial Assessment Form and supporting documents. You will find a list of documents on the next page that you will also need to turn in. You have to do this because this is what the State NorthSTAR Administration requires for you to continue getting your mental health or substance abuse care and prescription coverage.

Please do the following so that you can remain a NorthSTAR member:

1. Enclosed you will find a Financial Assessment Tool and document check list. If you need help filling out the form you can call us at **1-888-800-6799** or you can get assistance from your NorthSTAR provider.
2. Send in the Financial Assessment Tool and Documents to fax number **1-877-888-6444** or mail to:

1199 South Beltline Road Suite 100  
Coppell, TX 75019

3. Please include your NorthSTAR number on all the pieces of paper that you are sending in.
4. All forms and documents are due by **July 31, 2005**.

If you are Medicaid or Medicaid eligible and you think you received this letter in error, call us at **1-888-800-6799**. Please note, that it is the State of Texas who has the final say regarding your enrollment with the NorthSTAR program.

If you do not turn in your paperwork by July 31, 2005, you will no longer be able to receive your NorthSTAR services (mental health, substance abuse care or prescription coverage.) Please call the NorthSTAR program at **1-888-800-6799** if you have questions about this letter or re-application process.

Sincerely,

The Member Services Department

Enclosures