



DENTAL ASSISTANCE POLICY AND PROCEDURE DOCUMENT

Title: Dental Assistance Policy
Revision Date: March 7, 2024
Effective Date: November 9, 2023

PURPOSE: This document details the policies, guidelines, and procedures for available dental assistance.

SCOPE: The material in this document pertains to all Three Affiliated Tribes' members who request financial assistance for certain dental procedures. As of the effective date of this policy, all requests for dental assistance are subject to this policy and procedure, regardless of whether the date of dental service received was prior to the policy effective date.

POLICY: Financial assistance is available to enrolled Tribal members (also referred to in this policy as "patient") to pay for dental procedures in accordance with and as approved by the Tribal Business Council in this policy¹.

DENTAL COVERAGE: If the patient has coverage for dental services – private insurance, IHS, Medicaid, etc. – the patient shall work with her/his coverage provider prior to requesting financial assistance from the Tribe for dental care.

Private Insurance: patient shall go to a dentist who accepts the patient's insurance. Patient shall request multiple (at least two) treatment plan options and a breakdown of what patient's insurance will cover for each option.

Indian Health Service / Purchased & Referred Care (PRC): patient shall go to the Elbowoods Memorial Health Center (EMHC) Dental Clinic and follow the referral process. If patient is referred to a different dental provider, PRC will only pay for the services stated within the referral. Any services or treatments received that are not part of the referral will not be paid by PRC.

PROCEDURE TO REQUEST DENTAL ASSISTANCE: In order to request dental assistance in accordance with this policy, the below procedure must be followed:

1. For patients with private insurance, at least two treatment plans are needed.
2. For EMHC Dental Clinic patients, a PRC referral to an outside dental provider is required. PRC will only pay for services stated in referral. For other services not stated in the referral, two treatment plans are needed from the outside dental provider.
3. Patient must bring their dental assistance request and treatment plan information to the MHA

Nation Grants & Donations Department¹.

4. Grants & Donations will provide the requested information to the Tribal Health Insurance Department.
5. The Tribal Health Insurance Department will verify required treatment plans were completed, Medical Necessity requirements have been met, and all other resources have been exhausted. The patient will be responsible to provide all requested information to the Tribal Health Insurance Department. The Tribal Health Insurance Department will provide verification back to Grants & Donations on whether the patient has met the requirements of this policy in order to qualify for dental assistance.
6. Grants & Donations will process the assistance request.
7. Grants & Donations will track the assistance amounts per patient to ensure that the lifetime limits are not exceeded.

TRIBAL BUSINESS COUNCIL APPROVED DENTAL ASSISTANCE:

Implant Services

The patient must exhaust other methods of treatment for replacement (root canal, single crown, bridge, partial and full dentures) before assistance for implants will be considered. The patient shall obtain at least two treatment plans. In addition, “Medical Necessity” as defined by the Tribe must be met. For the purposes of this policy, “Medical Necessity” is defined as the written determination by a dentist at the Tribes’ EMHC Dental Clinic that the said procedure is medically necessary. Typically, implants are viewed as cosmetic procedures. Rare cases for patients with history of jaw malformation, cancer, or possibly developmental disabilities may be deemed a Medical Necessity. If the procedure/treatment is not designated as a Medical Necessity, and the procedure/treatment is received, the patient will be financially responsible.

Implant services may include the following:

- Surgical Placement
 - Supporting Structures
 - Treatment of Implant Defects
 - Fixed Partial Denture and Removable Denture
 - Cone Beam CT Images
 - Basic Implant Cost
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- Assistance is available after exhaustion of all other resources. The Tribal Health Insurance Department will provide verification of exhaustion of all other resources.
 - Implant Services assistance is for Tribal members ages 18-70 years old.
 - The maximum allowable amount is \$10,000.00 per Tribal member (lifetime) for dental implant services.

Orthodontics

¹ Patient shall complete the assistance request, along with a consent to release information related to their dental assistance request, at the Grants & Donations Department.

Orthodontic services include the treatment of irregularities in the teeth (of alignment and occlusion) and jaws, and includes the use of traditional braces, clear aligners, and removable retainers.

- Assistance is available after exhaustion of all other resources. The Tribal Health Insurance Department will provide verification of exhaustion of all other resources.
- Maximum allowable amount is \$5,000.00 per member (lifetime) for orthodontics.

Other Dental Treatments

For all other dental services, the patient shall follow the “Dental Coverage” and “Procedure to Request Dental Assistance” sections of this policy. In addition, “Medical Necessity” as defined by the Tribe must be met. For the purposes of this policy, “Medical Necessity” is defined as the written determination by a dentist at the Tribes’ Elbowoods Memorial Health Center Dental Clinic that the said procedure is medically necessary. If the procedure/treatment is not designated as a Medical Necessity, and the procedure/treatment is received, the patient will be financially responsible.

- Assistance is available after exhaustion of all other resources. The Tribal Health Insurance Department will provide verification of exhaustion of all other resources.
- The maximum allowable amount is \$10,000.00 per Tribal member (lifetime) for Other Dental Services.

Review and Approval of this Policy:

Reviewed/Approved by Health & Human Resources Committee on October 31, 2023.

Reviewed/Approved by Tribal Business Council on November 9, 2023.

Revised February 2024. Reviewed/Approved by HHR on February 27, 2024. Reviewed/Approved by TBC on March 7, 2024.

ⁱ The Tribe has established various types of assistance to help Tribal members and/or their dependents in meeting the financial burdens that can result from illness or other unhealthy conditions. But nothing contained in these policies, procedures, or in the assistance can be construed to be a promise of future assistance or a binding contract between the Tribe and its Tribal members and/or their dependents or any other person or entity. The Tribal Business Council reserves the right, in its sole and absolute discretion, to amend, modify, or terminate, in whole or in part, any or all of the assistance, policies, or procedures described in this Dental Assistance Policy Document. Further, the Tribe reserves the exclusive right, power, and authority, in its sole and absolute discretion, to administer, apply and interpret the assistance and to decide all matters arising in connection with the operation and administration of such assistance. The policies, procedures, and assistance set forth herein shall in no manner waive or be construed to waive the sovereign immunity of the Tribe, its Segments, officers, employees, and agents.