

## CONUS Remote Active Duty Dental Program (ADDP)

### Steps to Make a Dental Appointment

As a remote active duty service member (ADSM), you may personally coordinate your routine (exams, cleanings, fillings) covered dental services\* but only if the dental treatment is less than \$750 (U.S. dollars) per procedure, procedures within a single appointment are less than \$750 (U.S. dollars), or the cumulative total is less than \$1,500 (U.S. dollars) for treatment plans completed within a consecutive 12-month period.\*\* Treatment must be provided by a network dentist.

#### Follow these steps to initiate care:

1. Go online to **addp-ucci.com** and select the "Active Duty Service Members" portal.
2. From the top navigation page, click "Get an ACN."
3. Read the Privacy Act Statement; select "I agree" to proceed.
4. Complete the form, providing all information.
5. After submitting your completed form, a confirmation page that includes your ACN will appear. Print a copy of this page for your records.
6. After receiving your ACN, you can make your appointment with any United Concordia ADDP network dentist (**addp-ucci.com/home/find a dentist**).
7. Remind your dentist to include your Dental Readiness Classification (DRC) on the claim form to indicate your worldwide deployability status.

\* A list of covered benefits is located on the ADDP website (**addp-ucci.com**) in the ADDP Benefits Details Document. You can find the document in the ADSM portal's Forms and Resources tab. Not all dental procedures are covered. If you elect to receive non-covered services, you're responsible for payment.

\*\* If your dentist recommends specialty care, or care in excess of these dollar amounts, they will submit a treatment-authorization request for you. If approved, you and your dentist will receive the ACN.

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## Find a United Concordia ADDP Network Dentist Near You

You can schedule your dental appointment with any dentist in the United Concordia ADDP network. To find a network dentist in your area, follow these instructions:

1. Go to: **addp-ucci.com** and select the "Active Duty Service Members" portal.
2. From the top navigation page, select the *Find a Dentist* option.
3. Click the "CONUS *Find a Dentist*" link on this page.
4. From the search page, you can search by location or dentist. If you know the name of a dentist you'd like to use, click the "By Name" tab and enter the dentist's name or name of the practice. You also can narrow your search by mileage radius. Simply click the miles tab.
5. The *Find a Dentist* tool also allows you to search for "All Dentist Types," either by selecting "General Dentistry" or the specialist you need.
6. Once you've entered your criteria, select "Search." The dentists who meet the criteria you entered will appear. The results will be sorted by distance, with the closest one to you on top. Each listing will display the dentist's address and phone number. Selecting the dentist's name will provide additional information and a map of where the office is located.

### Emergency Care

Emergency dental care procedures are identified on the ADDP website (**addp-ucci.com**) in the "Active Duty Service Members" portal. Select the "Seeing a Dentist" drop-down menu and then select the "Dental Emergencies" option.

#### **For additional information and assistance**

Online inquiries: <https://secure.addp-ucci.com/adsm/get-help/contact-information>

Customer Service: 866-984-2337

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