

Remote Active Duty Dental Program Steps to Make a Dental Appointment

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

Follow the steps below to initiate care:

1. Go to: addp-ucci.com and click the “Active Duty Service Member/Active Guard & Reserve” portal.
2. On the left, click the box “Make an Appointment.”
3. Choose the option “Remote (Routine Care).”
4. Read the information and click on the link, “ACN Request Form.”
5. To proceed, you must select “I agree” in the Privacy Act Statement box.
6. Complete the form providing all information.
7. After submitting your completed form, a confirmation page that includes your ACN will appear. Print a copy of this page for your records.
8. After receiving your ACN, you can make your appointment with a United Concordia network dentist.
9. Remind your dentist to include your Dental Readiness Classification on the claim form to ensure your worldwide deployability status.

*A listing of ADDP covered benefits, to include specialty care, is available in the Benefits section of the website. Not all dental procedures are covered. If you elect to receive non-covered services, you are responsible for payment.

**If your dentist recommends specialty care, or care in excess of these monetary thresholds, he/she will submit a treatment request for you. If approved, both you and your dentist will receive the ACN.



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Find a United Concordia Network Dentist Near You

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

1. Go to: www.addp-ucci.com and click on the portal titled "Active Duty Service Member/Active Guard & Reserve."
2. On the left, click "Find a Dentist."
3. Read the important information page then click on "Find a Dentist" to see the search page.
4. In the first section, click the drop down arrow and select either "General Dentistry" or your required specialist. If you know the name of a dentist you would like to use, click on "Show Additional Dentist Fields" and insert his/her name or the name of the practice.
5. In the second section, you can choose to search near a specific zip code, near a certain address or in a desired county.
6. Once you have completed the form, click "Show Dentists in My Area."
7. All dentists meeting the criteria you entered will appear. The results will be sorted by distance with the closest one on top. Each listing will display the dentist's address and telephone number. Clicking the dentist's name will provide additional information to include a map of where the office is located.

Emergency Care

Emergency dental care procedures are located on the ADDP website in the "Active Duty Service Member/Active Guard & Reserve" portal. Click the "Emergencies" tab on the left and select "Remote."

For Additional Information and Assistance

ADDP website: www.addp-ucci.com

Email address: addpdcf@ucci.com

Customer Service: 866-984-ADDP (2337)
(8 a.m. - 8 p.m. ET M-F, 8 a.m. - 5 p.m. ET Sat.)



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