

**Byram Hills Central School District
Department of Health Services
Special Services Department
12 MacDonald Avenue
Armonk, NY 10504
(914) 273-4250 x 3997**

**Sue Adams, FNP
Health Services Coordinator**

Date _____

Dear Parent(s):

The Byram Hills School District participates in the Pupil Benefits Plan, Inc. This plan provides supplemental coverage if your child is injured in a school sponsored activity. Please speak to your child's school nurse about having a claim form completed if your child is injured.

You have 45 days from the date of injury to seek medical treatment and up to one year to submit itemized bills to Pupil Benefits Plan even if treatment is not completed. You **MUST** submit first to your primary insurance for payment. Pupil Benefits Plan will consider payments after they are reviewed by the primary insurer for both medical and dental treatments.

We encourage you to contact Pupil Benefits directly once the forms have been submitted as they handle the claim from that point on. Please feel free to contact your School Nurse or Sue Adams, FNP, Health Services Coordinator at sadams@byramhills.org or (914) 273-4250 x 3997 with any questions.

Sincerely,

Sue Adams, FNP

Sue Adams, Health Services Coordinator

Updated 7/14