



Massood Law Group, LLC

Email: [pipfile@MASSOODLAW.COM](mailto:pipfile@MASSOODLAW.COM)

## **PIP FILE SUBMISSIONS**

### **REQUIRED DOCUMENTS:**

All of the items listed below must be provided in order to begin processing your file for arbitration.\*

Assignment of Benefits

Affidavit of No Insurance (if applicable)

HICFs (Health Insurance Claim Forms)

EOBs (Explanation of Benefits Forms)

Pre-certification requests with fax confirmation sheets and any medical notes relevant to the applicable dates of service

The insurance carrier/TPA response to the pre-certification requests (denials)

Appeal forms with fax confirmation sheets and/or certified mail return receipt card

**(From 4/17/17 onward we need pre-service/post service appeals.)**

\*The medical provider will be notified if the firm does not receive the documents listed above. It is the medical provider's responsibility to provide the firm with the documents listed above. The firm is not responsible if the policy exhausts or the statute of limitations runs pending receipt of these documents.

### **SUPPORTING DOCUMENTS**

The documents listed below are helpful when we prepare your file for arbitration and should be provided if available:

Support medical documentation: Progress Notes, medical reports, re-examination reports, MRIs, and EMG/NCV testing results

Police Report

PIP Application

Affidavit of No Insurance

Declaration Sheet (this is important because of "dollar-a-day policies" and limitations on PIP coverage)

### **To send a NJ No-Fault (PIP) file to our firm to file:**

Electronically: [pipfile@massoodlaw.com](mailto:pipfile@massoodlaw.com) – enter one of the following in the subject line: "NEW ARB" for new files or "ARB AMEND" for emails to amend an existing arbitration.

Fax: 973-837-8550

Snail Mail: Massood Law Group, LLC,  
30 Galesi Drive, Suite 304  
Wayne, NJ 07470  
**Attn: Katherine Banchon**