



DEPARTMENT OF VETERANS AFFAIRS
Southern Arizona VA Health Care System
Tucson, AZ 85723

Reply to 678/1-02BT

Dear Veteran,

For the Southern Arizona VA Healthcare Systems Beneficiary Travel section to process your claim for reimbursement or to determine eligibility for the benefit, please provide the requested information below:

- **Documents providing proof of non-VA authorized care in the community, and/or verification of the appointment kept with the non-VA authorized provider. (A note from your doctor's office showing proof of your attendance.) This memo/note is then attached to the VA form 10-3542 Beneficiary Travel Claim for Reimbursement.**

IAW VHA Handbook 1601B.05 5e:

If a determination is made that additional information is needed to decide, the claimant will be notified in writing of the deficiency and will be required to provide additional information. If the claimant has not responded to the request within 30 days, the Chief of Health Administrative Services, or another designee, may decide the claim status prior to the expiration of the 1-year submission period required by 38 U.S.C. 5103(b)(1).

This letter is not a denial of your claim. If you have any additional questions, please feel free to contact Beneficiary Travel Office at **(520) 792-1450 ext. 1-4713**.

Southern Arizona VA Health Care System
ATTN: BENE TVL 1-02BT
3601 S. 6th Avenue
Tucson, AZ 85723

Sincerely,

The Beneficiary Travel Department