



## COUNTYCARE AUTHORIZED REPRESENTATIVE DESIGNATION

To have someone else act on your behalf in an appeal or grievance, complete and return this form. The person listed will be accepted as your authorized representative. We are unable to speak with this person on your behalf unless this form is completed, signed, and returned to us.

CountyCare  
Attention: Appeals & Grievance Coordinator  
P.O. Box 803758  
Chicago, IL 60680  
(Fax) 312-548-9940

- 1. I hereby authorize the following person to act on my behalf in the filing and processing of my appeal or grievance with CountyCare:**

\_\_\_\_\_  
Name of Authorized Representative

- 2. Brief description of the service and date(s) (if applicable) for which the Authorized Representative will be acting on your behalf:**

- 3. Address of Authorized Representative**

\_\_\_\_\_  
Street Address or PO Box

\_\_\_\_\_  
Apt#

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

( )

\_\_\_\_\_  
Phone Number: *Daytime*

\_\_\_\_\_  
Phone Number: *Evening*

- 4. Member Signature**

\_\_\_\_\_  
Printed Name of Member (or legal representative)\*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Member (or legal representative)\*

\_\_\_\_\_  
Date

\*Relationship if other than the Member:    Parent    Guardian    Conservator    Other – Please Specify

Please note you may revoke this authorization at any time. A Revocation of Authorization form is located on our website, [www.countycare.com](http://www.countycare.com).