

[Date]

**Via U.S. Mail & Telefax (313) 225-7494**

Connie Blachut, Manager  
Blue Cross Blue Shield of Michigan  
Mail Code J103  
Professional Utilization Review  
600 Lafayette East  
Detroit, MI 48226-2998

**RE: [Provider Name], L.P.T.  
PIN: 0-XX- XXXX  
Audit ID#: 200XXXXXX  
Managerial Level Conference/ Request for Information**

Dear Ms. Blachut:

I am in receipt of a copy of BCBSM's [Date] letter relating to the results of the audit and request for re-payment in the amount of \$[XXXXXX]. I disagree with the results of the audit, and in accordance with the my rights guaranteed by 1980 Public Act 350 and my BCBSM Participation Agreement, please accept this letter as my request for an Informal Managerial Level Conference. It is my position that BCBSM has violated Sections 402 and 403 of P. A. 350 of 1980 and the administrative rules promulgated thereunder with regard to the audit, BCBSM's audit determination, and demand for repayment.

Additionally, I am writing to request that, consistent with the contractually and statutorily guaranteed appellate rights to which I am guaranteed, BCBSM will not institute any withholdings, automatic deductions or other sanctions until the conclusion of all appeals processes available to this provider, regardless of the appeals process chosen.

Thank you for your kind attention to this matter. Should you have any questions, please do not hesitate to contact the undersigned.

Very truly yours,

[NAME]