



**To: Keystone First/Keystone First Community HealthChoices (CHC)/Keystone First VIP Choice
Providers**

Date: November 28, 2023

Re: Important: Provider/Practice Updates

As a reminder, it is critical that we receive your practice data updates/changes in a timely manner. Failure to keep this information current with the Plan may result in:

- Incorrect claims payments (possibly resulting in your need to resubmit claims)
- Inaccuracies in our Provider directories, resulting in delayed access to care for our Members/Participants
- Delays in communicating requirements for recredentialing which can result in Provider disenrollment from the Plan.

To access the Keystone Family of Health Plans Provider change form, please visit our website:

- www.keystonefirstpa.com → Providers → Provider Manual and Forms → Provider Change Form

If you have any questions regarding this notice, please contact your Provider Account Executive, or Provider Services at 1-800-521-6007.