



MassHealth Mail/Fax Cover Sheet

Please print clearly. Use this cover sheet when mailing or faxing documents to MassHealth.

Head of Household Information

Name: _____
Soc. Sec. No: _____
Date of birth: _____
MassHealth ID No. (if applicable): _____

No. of pages (including cover sheet): _____
Date: _____

Sender

Name: _____
Phone No: _____
Name of Facility (if applicable): _____

**Important
Message**

Do NOT photocopy cover sheets. For bar codes to work, cover sheets must be originals, not copies. Use a separate cover sheet for each household. Do NOT use the same cover sheet to send items for more than one household. If you are sending this after hearing from MassHealth, send the requested items to the fax number or post office box on the request.

**Fax or Mail
Info for
APPLICANTS**

Use this address or fax if you are applying for health benefits. This is for individuals and families of any age who live in the community.

MassHealth Central Processing Unit
P.O. Box 290794
Charlestown, MA 02129
Fax: 617-887-8799

**Fax or Mail
Info for
MEMBERS**

Use this address or fax if you are already getting MassHealth benefits. This includes eligibility reviews for individuals and families of any age who live in the community or in a long-term-care facility.

MassHealth Enrollment Center (MEC)
P.O. Box 1231
Taunton, MA 02780
Fax: 617-887-8777

Please allow time for MassHealth to receive your documents and process them. If your benefits have ended and you need medical services, call the MEC at 1-888-665-9993 (TTY: 1-888-665-9997 for people with partial or total hearing loss).

This facsimile transmittal may contain information that is privileged, confidential, or exempt from disclosure under applicable law. It is intended for the use of only the individual or department to which it is addressed. If you are not the recipient or the employee or the agent responsible for the delivery of this transmittal to the intended recipient, please notify the sender by telephone at the above number and destroy the attached documents. Anyone other than the intended recipient is hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited.