[PROVIDER LOGO/ADDRESS]

[DATE]

MEMBER NAME

MEMBER ADDRESS

CITY STATE ZIP

Dear [MEMBER NAME]

The Department of Workforce Services (DWS) recently sent you a letter. It said your Medicaid case is due to close. It also came with a review form to fill out and return to DWS.

We also got information from Optum that your case is due to be closed soon. We don’t want you to have gaps in your coverage. Please be sure to do the following:

* If you got a review form, it is important you send it back by the deadline in the letter.
* If you did not get a letter or review form, you can visit [jobs.utah.gov/mycase/](https://jobs.utah.gov/mycase/) to find out the status of your case. You can also call DWSat866-435-7414.
* If you have any questions about these upcoming changes, please go to <medicaid.utah.gov/unwinding> or you may contact a Health Program Representative at 866-608-9422.
* If you no longer qualify for Medicaid, you may need help to sign up for health insurance. [Take Care Utah](https://takecareutah.org/) has people who can help you sign up. You can call 211 to schedule a free appointment.

If you still need help, please get in touch with us at [PROVIDER CONTACT] and we will be happy to aid you.

Sincerely,