

# Paying your MAPP Premium



## Important!

- Your **first premium payment** to enroll in the Medicaid Purchase Plan (MAPP) **must be paid by check or money order** to your local agency.
- Your MAPP premium is due by the **10th of each month**.

Paying on time helps you keep your MAPP benefits. You have several ways to pay your monthly premiums.

## Payment options

### RECOMMENDED

### Electronic Funds Transfer (EFT)

- EFT is the way we can automatically take the amount due from your bank account each month.
- Fill out and send in the Member/Employer Electronic Funds Transfer for Medicaid Purchase Plan Premiums, F-13023 form, along with a voided check. You can download and print it from [dhs.wi.gov/library/collection/f-13023](https://dhs.wi.gov/library/collection/f-13023) or get a copy from your local agency ([dhs.wi.gov/im-agency](https://dhs.wi.gov/im-agency)).
- We'll send you a letter with your EFT start date once we get it set up. Processing takes about three weeks, **so you must pay a different way until then**.

Once you're set up, the payment will automatically come out of your account on the 3rd day of each month or the next business day (if the 3rd is a weekend or holiday).

### Employer Wage Withholding

You can work with your employer to have your MAPP premium automatically taken out of your paycheck.

- Your employer needs to fill out and send in the Medicaid Purchase Plan Premium Employer Wage Withholding, F-13024 form ([dhs.wi.gov/forms/f1/f13024.pdf](https://dhs.wi.gov/forms/f1/f13024.pdf)) and the Member/Employer Electronic Funds Transfer for Medicaid Purchase Plan Premiums, F-13023 form ([dhs.wis.gov/forms/f1/f13023.pdf](https://dhs.wis.gov/forms/f1/f13023.pdf)). You can download and print these forms or get copies from your local agency ([dhs.wi.gov/im-agency](https://dhs.wi.gov/im-agency)).
- It takes about three weeks to set up an account. Your employer will get a confirmation letter. **Until then, you need to make your payment another way.**

## Online with ACCESS

If you have an ACCESS account, you can pay your premium online from your checking or savings account or by debit or credit card.

- Log in to your ACCESS account at [access.wi.gov](https://access.wi.gov) before the due date.
- Look for an alert that tells you if you have an amount due.
- Follow the instructions to make a premium payment.

With this method, you'll need to log in and make the payment each month.

## By mail

You can pay your premium via check or money order.

- Mail the payment to: Medicaid Purchase Plan Program, WI Dept of Health Services, P.O. Box 93187, Milwaukee, WI 53293-0187.
- Bring it to your local agency. They will mail it for you. Go to [dhs.wi.gov/im-agency](https://dhs.wi.gov/im-agency) to find your agency.

After we get your payment, it takes several days to process it. Your monthly statement includes a payment coupon. For faster processing, send it in with your check or money order.

## Timing matters

Paying on time helps you keep MAPP benefits. Your premium is due by the **10th of each month**.

- If you do not get your premium in by the 10th of the month, you may lose your MAPP coverage.
- If you have Family Care, Family Care Partnership, PACE, or IRIS, losing MAPP coverage can also end your enrollment in these programs.

Find the payment option that's right for you. Scan the QR code or go to [dhs.wi.gov/medicaid/mapp](https://dhs.wi.gov/medicaid/mapp).

