## Magellan of Wyoming Complaint & Grievance Process

For assistance with filing a complaint or grievances call us at 1-855-883-8740, TTY: 1-800-424-6259

A complaint can be made by any member, or a member representative/provider acting on a members behalf, by phone, online or in writing. To make a complaint, you can speak to any Magellan representative by calling 1-855-883-8740; TDD: 1-800-424-6259. Or, complaints can be sent to:

Magellan Behavioral Health of Wyoming Attention: Quality Department 205 Storey Blvd, Suite 120

Cheyenne, WY 82009

Whenever possible, the complaint will be resolved during the first conversation, and forwarded to the Quality Department for review and tracking.

If the complaint is not resolved during the first call, the Quality Department will take action to address the complaint within 90 calendar days from the recipt of the complaint.

With some types of complaints, Magellan will get the permission of the person making the complaint to investigate further. Magellan will identify a corrective action plan to correct any problems that are discovered during an investigation.

When the complaint is resolved, the Quality Department will inform the person making the complaint of the outcome.