



## SUPPLEMENTARY HEALTH CLAIM FORM

**INSTRUCTIONS:** Attach the original receipts for all expenses. Receipts will not be returned, as a copy of the Explanation of Benefits is sent to you and copies of receipts are sufficient for income tax purposes or coordination of benefits with other group plans.

*Your claim will be returned to you if the claim form is incomplete.*

**1. MEMBER INFORMATION**

PLAN SPONSOR / EMPLOYER NAME			GROUP NUMBER <b>5801</b>	
LAST NAME		FIRST NAME		CERTIFICATE NUMBER/SIN
ADDRESS		GENDER Male Female	LANGUAGE English French	DATE OF BIRTH (MM/DD/YY)
CITY	PROVINCE	POSTAL CODE		PHONE NUMBER

**2. PATIENT INFORMATION**

Does the patient have any other coverage which would pay a benefit for this claim? Yes No  
If yes, please indicate the date of birth of the insured: (MM/DD/YY)  
If yes, attach photocopies of vision receipts and the co-insurance statement.  
Is the treatment required as the result of an accident? Yes No  
If yes, indicate the accident date, location and details on how the accident occurred.  
Is the treatment required as the result of a work related injury? Yes No  
If yes, is a claim being made for Worker's Compensation benefits? Yes No

**CLAIM DETAILS**

Patient Name (Last, First)	Relationship to Member	Date of birth (MM/DD/YY)	Type of Service	Date of Service (MM/DD/YY)	Total Charges

**To Assign Payment to Supplier:**

I hereby assign my benefits payable from this claim to \_\_\_\_\_ and authorize payment directly to the supplier.  
(Name of Supplier)

Member Signature

I hereby authorize any healthcare provider, my plan administrator, my employer, insurance companies, other organizations, or benefit service providers working with Funds Administrative Service Inc. to exchange information when necessary for the purpose of settlement of this claim and to administer the group plan. I authorize release of the information contained in this claim form to the Insurer/Plan Administrator, its authorized representative or consultant for the purpose of settlement of this claim. I understand the information collected is kept in strict confidence and used solely for the purpose of assessing the claim and to administer the group benefit plan. I certify that the information given is true, correct and complete to the best of my knowledge and that each of the above expenses are for medical treatment that I and/or my dependents received. I understand that the fees listed in this claim may not be covered by or may exceed my plan benefits. I understand that I am financially responsible to the supplier for the entire amount.

SIGNATURE OF MEMBER

DATE

(MM/DD/YY)



Phone (780) 452-5161

Please return to:  
Funds Administrative Service Inc.  
10154 – 108 Street, NW, Edmonton, AB T5J 1L3  
Toll free: 1-800-770-2998

Fax (780) 452-5388

**PHYSICIAN'S RECOMMENDATION**  
**(FOR MAJOR MEDICAL SUPPLIES)**

1. Patient's Name \_\_\_\_\_
2. Recommended medical item(s) – describe in detail including specifications when available \_\_\_\_\_
3. Indicate activities requiring this item \_\_\_\_\_
4. Diagnosis of medical condition with specific reason for recommendation of medical item(s) \_\_\_\_\_  
\_\_\_\_\_
5. Condition of patient:                      Acute                      Chronic                      Palliative
6.
  - a. Date patient first consulted you for this condition (month/day/year) \_\_\_\_\_
  - b. Are you actively treating this patient for this condition      Yes      No      If no, please provide comments  
\_\_\_\_\_  
\_\_\_\_\_
7. To the best of your knowledge, what is the duration for use of the recommended item(s) \_\_\_\_\_
8. For hospital beds only, please indicate the hours or percentage of time in bed \_\_\_\_\_
9. For replacement of a prosthesis or other equipment, please provide:
  - a. Date of prior replacement (MM/DD/YY) \_\_\_\_\_
  - b. Reason for replacement \_\_\_\_\_
10. Is the device(s) and/or medical equipment required:
  - a. As a result of a work related injury?      Yes      No
  - b. As a result of a motor vehicle accident?      Yes      No
  - c. For sports purpose only?      Yes      No
11. Has an application been made for government funding?      Yes      No      If no, please give reason  
\_\_\_\_\_

\_\_\_\_\_  
Physician's Name

\_\_\_\_\_  
Physician's Signature

\_\_\_\_\_  
General Practitioner  
Specialist

\_\_\_\_\_  
Date (MM/DD/YY)

\_\_\_\_\_  
Phone Number

***THE PATIENT IS RESPONSIBLE FOR SECURING THIS FORM AND ANY CHARGES MADE FOR ITS COMPLETION.***

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