

# INSTRUCTIONS

*You must provide all information requested; incomplete claim forms cannot be processed.*

## IMPORTANT POINTS TO REMEMBER WHEN COMPLETING YOUR CLAIM:

- I. Your Insurer must receive notice of your accident within 30 days of the accident date, and receive claim documentation within 90 days.
2. ALL claims must be submitted with itemized statements and paid receipts (originals are required if there is no other coverage available), which indicate:
  - patient's name
  - type of purchase or service
  - date of each purchase or service
  - amount charged for each purchase or service
3. A physician statement confirming diagnosis and recommended treatments is required if you are claiming other than dental or ambulance expense.
4. Only claims in excess of the deductible, specified in your plan details, will be considered for payment up to your maximum benefits.
5. Expenses eligible under any other health care plan(s) must be submitted to that plan(s). Your sports accident policy will pay only the amount of expenses that are not eligible with any other insurer.

• IF YOU ARE CLAIMING ANY OF THE BENEFITS LISTED BELOW, YOU MUST INCLUDE THE FOLLOWING INFORMATION WITH YOUR CLAIM:

(Please check your plan details for the conditions under which these benefits are eligible. You must have required and received medical/dental treatment commencing within 30 days of the accident date.)

• FOR BENEFITS NOT LISTED BELOW, PLEASE CONTACT THE INSURER FOR CLAIMS PROCEDURE

### A. PRESCRIBED DRUGS -

- name of medication or drug
- date of purchase
- amount charged

### B. SERVICES OF PHYSIOTHERAPIST, CHIROPRACTOR, OSTEOPATH -

- physician referral
- type of service
- date of each treatment
- amount charged for each treatment
- dates of treatments paid by Provincial Medical Plan; if private fees apply, confirming coverage has been exhausted

### C. HOSPITAL ROOM ACCOMMODATION

- not an eligible expense

### D. AMBULANCE (Emergency to Hospital only)

- date of service
- places ambulance taken from and to
- amount charged

### E. VISION CARE

- if your injury received medical treatment and resulted in the loss or damage of eyewear, or the requirement of eyewear due to accident
- an explanation must be submitted with your receipt to claim the limited benefit

### F. SCHEDULED FRACTURE INDEMNITY

- if your injury results in any of the fractures or dislocations listed on the policy schedule, there may be an amount payable to you; not more than one amount (the largest) is payable.
- a statement completed by the licensed physician or surgeon confirming the fracture/dislocation

### G. MEDICAL BRACES

- a letter from the licensed physician or surgeon indicating the diagnosis, the specific medical necessity for prescribing the brace and the type of brace prescribed, must be submitted with your receipt
- medical braces required primarily for sporting type activities are not covered

### H. DENTAL ACCIDENTS

- exact date of accident
- breakdown of services performed
- circumstances surrounding the accident
- is there other dental coverage? Enclose details
- confirmation that treatments only relate to the accident
- provide other insurer's explanation
- are further treatments estimated?

### 1. SERVICES AVAILABLE WITHIN THE PROVINCIAL PLAN

- your Sports Accident Policy does not make payment for any service or treatment that is available within the provincial plan, whether there is enrollment in the provincial plan or not.

YOUR SPORTS ACCIDENT POLICY MAY INCLUDE A DEDUCTIBLE AND/OR A PERCENTAGE OF REIMBURSEMENT. (Example: \$100 deductible or \$30 per treatment up to \$300 per accident.) IF IN DOUBT, CHECK YOUR PLAN DETAILS.



**ALLSPORT**  
INSURANCE MARKETING LTD.

ALL CLAIMS MUST BE SENT TO THE ALBERTA LACROSSE ASSOC. FOR VERIFICATION AND SUBMITTING TO THE INSURANCE PROVIDER.

# ALBERTA LACROSSE ASSOCIATION ATHLETIC ACCIDENT CLAIM FORM

<b>SECTION I</b> (please print)		
Last Name of Claimant	First Name	Birth Date
Mailing Address		
City	Province	Postal Code
If a Minor, Name of Parent		
Home Phone (                    )	Business Phone (                    )	

<b>SECTION II</b>		
Date of Accident	Hour	a.m. / p.m.
Location of Accident		
What is the Injury?		
Date of First Treatment		
Name of Hospital taken to		
Date of Admittance	Hour	a.m. / p.m.
Date of Discharge	Attending Physician or Dentist	

**SECTION III** Describe fully how the accident happened.

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**SECTION IV** (your sports accident policy is an excess accident benefits policy; proof of exhausting all other insurance must accompany your expenses) What medical coverage do you have through your/spouse/parent employment or other source (other than Government Health Insurance)?

Name Employer / Other	Name of Insurer
Address of Employer / Other	Address
Prov.                    Postal Code	Policy No.                    Certificate

**SECTION V**  
I hereby certify that all the information provided above is correct.

Claimant's / Guardian Signature \_\_\_\_\_

Date: \_\_\_\_\_

**CERTIFICATION OF ALBERTA LACROSSE ASSOCIATION**  
Do not complete this section yourself

Group Policy No.                    Type of Lacrosse Activity:

Name of Team :

Was the above player a registered member at the time of injury?     Yes     No

Was the player injured while taking part in an authorized activity?     Yes     No

ALA Representative Name:                    Title

Telephone No. \_\_\_\_\_ Signature \_\_\_\_\_

Send completed form along with any invoices for expenses you had to pay yourself to the ALA, and they will submit to:  
All Sport Insurance Marketing Ltd., 597 -1367 West Broadway,  
Vancouver, BC V6H 4A7 Tel: 604-737-3018 Fax 604-737-3076  
Toll: 1-877-992-2288. Please do not hesitate to call All Sport If you have any questions regarding this form. Instructions are on the reverse side. If you do not have costs at this time, please forward the form only and confirm that you intend to make a claim.

# ATTENDING PHYSICIAN'S STATEMENT

Please complete this form and return it to your patient:

Note: All Sport Insurance requires a licensed medical practitioner to complete the information below:

PATIENT'S NAME: \_\_\_\_\_ Age (DD/MM/YYYY) \_\_\_\_\_

PATIENT'S ADDRESS: \_\_\_\_\_

**Diagnosis:** Please indicate the name(s) of the bone(s) fractured or dislocated and other important medical details :

**If Hospitalized**, provide the name of hospital:

Date Admitted (DD/MM/YYYY): \_\_\_\_\_

Date Discharged (DD/MM/YYYY): \_\_\_\_\_

If referred to you, give name of referring physician:

**Operations** (or other procedures performed):

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date of first consultation for above (DD/MM/YYYY): \_\_\_\_\_

Date of first symptoms (DD/MM/YYYY): \_\_\_\_\_

Date of Accident (DD/MM/YYYY): \_\_\_\_\_

Has the patient ever had same or similar condition?

If "Yes", please state when and describe:

Is there any other disease or infirmity affecting the present condition? \_\_\_\_\_

**Name of Licensed Physician** (please print): \_\_\_\_\_

Date (DD/MM/YYYY): \_\_\_\_\_ Signature: \_\_\_\_\_ (M.D.)

Certified Specialist: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_