

# GROUP HOSPITAL INDEMNITY CLAIM FORM

## Member/Claimant Statement



In furnishing this form, The Hartford® does not waive any of its rights or defenses nor admit liability.

### Member/Claimant Responsibilities:

- 1) Complete, sign and date this form. For assistance with completing this form, please call 877-383-8687.
- 2) To help prove the claim, provide all supporting documentation such as medical records, physician notes, ER/hospital discharge papers, radiology/pathology reports, itemized medical/hospital bills, medical EOBs, toxicology reports, child care/transportation/lodging receipts or police reports (if applicable following an accident). The claimant is responsible for any fees charged for proof requirements.
- 3) Submit the form and required documentation to The Hartford Supplemental Health Benefit Department, PO Box 99906, Grapevine, TX 76099; or fax to (469) 417-1952.
- 4) If you are enrolled for any other group coverage through The Hartford for which benefits may be available as a result of the covered event, please submit the appropriate claim(s). Contact the policyholder for assistance if you are uncertain of other coverage.

### POLICYHOLDER INFORMATION

<b>Policyholder Name</b>	<b>Policy Number</b>
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### MEMBER INFORMATION

<b>Member Name</b> (First MI Last)	<b>SSN or Tax ID #</b>	<b>Gender</b> <input type="checkbox"/> Male <input type="checkbox"/> Female
<b>Address</b> (Street, City, State & Zip)		<b>Date of Birth</b>
<b>E-mail Address</b>	<b>Phone Number</b>	<b>Cell/Mobile Number</b>
<b>May we have your authorization to deliver confidential medical or benefit information via personal cell phone?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <b>Via email?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No; If Yes to either personal cell phone or email, please initial here to confirm your response: _____		
<b>Does the member have major medical insurance or other primary insurance?</b> <input type="checkbox"/> Yes* <input type="checkbox"/> No <b>*If Yes, provide name of insurance carrier and policy number:</b>		
<b>Is the member currently actively working?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No; If No, provide date last worked and reason:		<b>Hours Worked/Week</b>

### DEPENDENT INFORMATION - COMPLETE IF THIS CLAIM IS FOR A DEPENDENT OF THE MEMBER

<b>Dependent Name</b> (First MI Last)	<b>SSN or Tax ID #</b>	<b>Date of Birth</b>	<b>Relationship</b> (To member)
<b>Is the dependent insured under Medicaid or any similar Title XIX program?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Is the child incapacitated/disabled?</b> (If applicable) <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Is the child married or in a partnership?</b> (If applicable) <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Is the child a full-time student?</b> (If applicable) <input type="checkbox"/> Yes* <input type="checkbox"/> No	<b>*If Yes, provide name and contact info for the school:</b>		

### CLAIM INFORMATION

<b>Is this the first claim submitted for this event/insured?</b> <input type="checkbox"/> First Claim <input type="checkbox"/> Additional/Follow-Up Claim	
<b>Nature of Illness/Injury/Diagnosis and/or Treatment Received*</b> (For pregnancy, complete Pregnancy Information section below)	
<b>When did symptoms first appear or injury occur?*</b>	<b>Date First Diagnosed/Treated</b>
<b>Have you ever had this same or similar condition?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes; Explain what and when:*	

\*If additional space is needed, please provide on a separate sheet of paper and submit with this form. Include the member name, SSN/Tax ID# and policy #.

### PREGNANCY INFORMATION - COMPLETE IF THIS CLAIM IS THE RESULT OF A PREGNANCY

<b>Date of Delivery/Expected Delivery Date</b>	<b>Type of Delivery/Expected Type of Delivery</b> <input type="checkbox"/> Vaginal <input type="checkbox"/> Elective C-section <input type="checkbox"/> Unplanned C-section	<b>First Day of Last Period</b>
<b>Are/were there any complications of pregnancy?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes; Explain what and when:*		

\*If additional space is needed, please provide on a separate sheet of paper and submit with this form. Include the member name, SSN/Tax ID# and policy #.

The Hartford® is The Hartford Financial Services Group, Inc. and its subsidiaries, including underwriting companies Hartford Life and Accident Insurance Company and Hartford Fire Insurance Company. Home Office is Hartford, CT. The Hartford is the administrator for certain group benefits business written by Aetna Life Insurance Company and Talcott Resolution Life Insurance Company (formerly known as Hartford Life Insurance Company). The Hartford also provides administrative and claim services for employer leave of absence programs and self-funded disability benefit plans.

FORM CONTINUES ON NEXT PAGE

**BENEFIT INFORMATION**

Check each illness, injury, service or treatment for which a benefit is requested as a result of the event. If any previous claims have been submitted for this event, only check the benefits that are applicable to this new claim.

Benefits listed below may not be included in all certificates/policies. Refer to the certificate for available benefits, limitations and exclusions.

All relevant supporting documentation, such as medical records, physician notes, ER/hospital discharge papers, radiology/pathology reports, itemized medical bills (hospital, physician, ambulance, etc.), medical EOBs, toxicology reports or child care/ transportation/lodging receipts, should be included with this claim submission to help prove the claim. You can prevent the potential of a delay in processing the claim by providing complete and accurate information.

**HOSPITAL INDEMNITY**

**Confinement**

- Hospital Confinement  
Was confinement due to Cancer?  Yes  No
- ICU
- Skilled Nursing Facility
- Rehab Facility
- Hospice

**Family Care**

- Travel or Lodging
- Family Care
- Pet Care

**Additional Care**

- Ambulance
- Emergency Room

**Medical Professional Care**

- Home Health or Recovery Services

**Recovery Services**

- Skilled Nursing Care by a RN or LPN
- Homemake Services
- Companion Services
- Speech, Occupational or Physical Therapy

**Other**

- Inpatient Surgery
- Outpatient Surgery
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Riders**

- AD&D (Complete Accident Catastrophic section to the right)
- Critical Illness (Complete Critical Illness section to the right)

**ACCIDENT**

**Catastrophic**

- Death (Complete Death claim form)
- Coma
- Dismemberment or Paralysis

**CRITICAL ILLNESS**

**Cancer**

- Cancer (Invasive or Non-Invasive)
- Benign Brain Tumor
- Skin Cancer
- Second Opinion

**Vascular**

- Heart Attack (Myocardial Infarction)
- Stroke
- Coronary Artery Disease (CAD)
- Aneurysm

**Other Illnesses**

- Major Organ Failure
- End Stage Renal (Kidney) Disease
- Acute Respiratory Distress Syndrome (ARDS)

**Neurological**

- Amyotrophic Lateral Sclerosis (ALS)

**PHYSICIAN INFORMATION – INCLUDE ALL PHYSICIANS CONSULTED FOR CARE FOR THIS EVENT\***

1/Physician Name		2/Physician Name		3/Physician Name	
Date(s) Treated	Specialty	Date(s) Treated	Specialty	Date(s) Treated	Specialty
Address (City, State & Zip)		Address (City, State & Zip)		Address (City, State & Zip)	
Phone #	Fax #	Phone #	Fax #	Phone #	Fax #

\*If additional space is needed, please provide on a separate sheet of paper and submit with this form. Include the member name, SSN/Tax ID# and policy #.

FORM CONTINUES ON NEXT PAGE

**FACILITY INFORMATION – INCLUDE ANY URGENT CARE, ER OR HOSPITAL PROVIDING CARE\***

<b>1/Facility Name</b>		<b>2/Facility Name</b>		<b>3/Facility Name</b>	
<b>Date &amp; Time Seen/Admitted</b> <input type="checkbox"/> AM <input type="checkbox"/> PM		<b>Date &amp; Time Seen/Admitted</b> <input type="checkbox"/> AM <input type="checkbox"/> PM		<b>Date &amp; Time Seen/Admitted</b> <input type="checkbox"/> AM <input type="checkbox"/> PM	
<b>Date &amp; Time Discharged</b> (If applicable) <input type="checkbox"/> AM <input type="checkbox"/> PM		<b>Date &amp; Time Discharged</b> (If applicable) <input type="checkbox"/> AM <input type="checkbox"/> PM		<b>Date &amp; Time Discharged</b> (If applicable) <input type="checkbox"/> AM <input type="checkbox"/> PM	
<b>Address</b> (City, State & Zip)		<b>Address</b> (City, State & Zip)		<b>Address</b> (City, State & Zip)	
<b>Phone #</b>	<b>Fax #</b>	<b>Phone #</b>	<b>Fax #</b>	<b>Phone #</b>	<b>Fax #</b>

\*If additional space is needed, please provide on a separate sheet of paper and submit with this form. Include the member name, SSN/Tax ID# and policy #.

**CLAIMANT INFORMATION – COMPLETE ONLY IF THE CLAIMANT IS NOT THE MEMBER**

<b>Claimant Name</b> (First MI Last)	<b>Phone Number</b>	<b>Cell/Mobile Number</b>
<b>Complete Mailing Address</b> (Street/Box, City, State & Zip)		<b>E-mail Address</b>
<b>May we have your authorization to deliver confidential medical or benefit information via personal cell phone?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <b>Via email?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No; If Yes to either personal cell phone or email, please initial here to confirm your response: _____		

**CLAIMANT CERTIFICATION**

By signing below, I hereby certify that: 1) The information provided on this form is true and complete to the best of my knowledge and belief; and 2) I have read and understand the "Important Notice–Fraud Warning Statements" that applies to my state of residence.	
<b>Claimant Signature</b>	<b>Date of Signature</b>

# AUTHORIZATION TO OBTAIN AND DISCLOSE INFORMATION



**Member/Claimant Responsibilities:**

- 1) A copy of this form must be submitted for each person for whom benefits are being claimed. This form is only required once per person per event, regardless of the number of claims submissions. For assistance, please call 877-383-8687.
- 2) Submit the form(s) to The Hartford Supplemental Health Benefit Department, PO Box 99906, Grapevine, TX 76099; or fax to (469) 417-1952.

**MEMBER & POLICY INFORMATION**

<b>Member Name</b> (First MI Last)	<b>Last 4 Digits of SSN or Tax ID #</b>	<b>Policy Number</b>
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I allow all doctors, hospitals, other health care providers, pharmacy, pharmacy benefit managers, government agencies (including, but not limited to, Federal, State or Local, and the Social Security Administration and Veterans Administration), insurers, employers, financial institutions, educational institutions, health plans, health insurance carriers, policyholders, contract holders, vendors, health and benefit insurers and administrators or their successors ("Records Holders") to give to and discuss with The Hartford and its representatives, the following personal, private, or privileged information, records, or documents related to:

Insured or Dependent Name (Please Print)	Date of Birth	Last 4 Digits of SSN or Tax ID#
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Any and all medical information or records, including medical histories, physical, mental, or diagnostic examinations, pharmaceutical records, and treatment notes, and including information regarding HIV/AIDS, communicable diseases, alcohol or drug abuse, and mental health; work and performance information and history, including job duties and earnings; information on any insurance coverage and claims filed, including all records and information related to such coverage and claims; financial information, including pension benefits and bank records; business transaction billing and payment records; academic transcripts; and any and all information concerning Social Security or other government benefits, including monthly benefit amounts, monthly payment amounts, entitlement dates, and information from my Master Beneficiary Record. The information obtained by use of this Authorization will be used by The Hartford (including subsidiaries and affiliates) for the purpose of evaluating and administering my claim(s) for benefits and /or leave request(s) and/or request(s) for accommodation. Such information shall be referred to herein collectively as "My Information."

I understand that once My Information has been disclosed to The Hartford as permitted under this Authorization, it may be re-disclosed by The Hartford as permitted by law or my further authorization. Without limiting the foregoing, I authorize The Hartford to use or disclose My Information (i) to my employer for: a) functions related to accommodating my restrictions/limitations, including in accordance with law; b) responding to claims related to accommodation, adverse or discriminatory treatment related to my claim or condition; c) responding to complaints by me or my representative relating to benefits, leave or accommodation; d) responding to any litigation, agency or regulatory proceeding, or lawful subpoena (including regarding employment claims); e) federal, state, or other leave administration; f) fulfilling fiduciary obligations under my benefit plan; or (g) claim, other audits or benefit program reviews; (ii) to administrators or other service providers, including health and wellness vendors, of my employer's benefit plan(s) and/or programs, including leave management, for plan, benefit, or program related functions or data aggregation and analysis; (iii) to any electronic claim systems or programs or third party vendors used for claims administration or processing or to any insurance broker to carry out functions related to my benefit plan/program or claim; (iv) to any health care professional who has treated or evaluated me or who may do so; (v) to other persons or entities performing business, medical, or legal services related to my claim; (vi) for other insurance, reinsurance or analytical purposes, including workers' compensation insurance, Social Security Disability insurance, or subrogation or reimbursement purposes; (vii) as may be lawfully required; (viii) as may be reasonably necessary to protect the personal safety of others or myself; (ix) as may be reasonably necessary to respond to regulatory or similar complaints; and (x) as may be reasonably necessary to prevent or detect perpetration of a fraud (all entities and individuals listed in this paragraph including The Hartford defined as "Benefits Manager(s)"). *I understand that My Information disclosed to Benefits Managers and re disclosed could include HIV/AIDS, other communicable diseases and mental health records.*

I understand that My Information disclosed to Benefits Managers pertaining to certain alcohol or drug abuse treatment is protected by federal (42 CFR Part 2) and state confidentiality rules and statutes, which prohibit any further disclosure of this information without my express written consent, or as otherwise permitted by such rules and statutes. I understand that a general authorization for the release of medical or other information is NOT sufficient for release of certain types of alcohol or drug abuse treatment records.

***(Continue to next page)***

Therefore:

**If any of my records contain information about alcohol or drug abuse, then, by checking this box, I hereby expressly allow my Benefits Managers to use or give out such information to evaluate, analyze, manage and/or administer the benefits program. I understand that the federal rules restrict any use of the Information to criminally investigate or prosecute any drug or alcohol abuse patient.**

I understand that once my Information is given out as allowed in this form, federal privacy laws may not protect it and it may be re-disclosed by The Hartford. I also understand that information disclosed pursuant to this Authorization may be subject to re-disclosure by the recipient. The Authorizations set forth herein expire two years from the date listed below, or upon my revocation, if earlier, but will not exceed the term of my coverage under the policy(ies) or benefit plan or program, except as may be reasonably necessary to prevent or detect perpetration of a fraud, adjudicate a benefits claim, respond to regulatory or similar complaints, or protect the personal safety of others or myself.

If I change my mind about this Authorization before that time is up, I can tell my Records Holders and The Hartford in writing that I do not want them to share any more information with other parties. If I revoke my Authorization by telling them in writing to stop sharing information with other parties, it will not change any actions they took before I revoked my permission. If I do not sign this Authorization, it will not affect how my health care providers treat me. However, if I do not sign, The Hartford may not be able to review my claim and determine whether I am eligible for benefits. This may result in denial of my request for benefits.

The Information released under this Authorization can be submitted to The Hartford electronically, by phone or fax, or by mail. I agree that a copy of this Authorization may be treated as a signed original. I understand that I am entitled to receive a copy of this Authorization upon request. If there is a conflict between a prior request for restriction on the disclosure of My Information and this Authorization, this Authorization will control.

**NOTICE TO INFORMATION PROVIDERS:**

The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers and other entities covered by GINA Title II from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by this law. To comply with this law, we are asking that you not provide any genetic information when responding to this request for medical information. 'Genetic information' as defined by GINA, includes an individual's family medical history, the results of an individual's or family members genetic tests, the fact that an individual or an individuals' family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services. *Please note that it is appropriate under GINA to provide family medical history when an employee is requesting leave to care for a family member.*

\_\_\_\_\_  
**Signature of Insured/Claimant or Legal Representative**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Name and Relationship to Insured/Claimant** *(if signed by Legal Representative)*

**Form must be signed and dated.**

**GROUP HOSPITAL INDEMNITY CLAIM FORM**

**Important Notice - Please read the statement that applies to your state of residence and sign the bottom of the page.**

**For residents of all states EXCEPT Arizona, Alabama, California, Colorado, Florida, Kentucky, Maine, Maryland, New Jersey, New York, Ohio, Oklahoma, Oregon, Pennsylvania, Puerto Rico, Tennessee, Virginia and Washington:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**For Residents of Arizona:** For your protection Arizona law requires the following statement to appear on this form. Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.

**For Residents of Alabama:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines or confinement in prison, or any combination thereof.

**For Residents of California:** For your protection, California law requires the following to appear on this form: Any person who knowingly presents false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

**For residents of Colorado:** It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

**For residents of Florida:** Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

**For residents of Kentucky:** Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim or an application for insurance containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

**For residents of Maine, Tennessee, and Washington:** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines and denial of insurance benefits.

**For Residents of Maryland:** Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit and who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**For residents of New Jersey:** Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties. Any person who includes any false or misleading information on an application for insurance policy is subject to criminal and civil penalties.

**For residents of Ohio:** Any person who, with intent to defraud or knowing he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

**For residents of Oklahoma:** WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

**For residents of Oregon:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto that the insurer relied upon is subject to a denial and/or reduction in insurance benefits and may be subject to any civil penalties available.

**For residents of Pennsylvania:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material hereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

**For residents of Puerto Rico:** Any person who knowingly and with the intention of defrauding presents false information in an insurance application, or presents, helps, or causes the presentation of a fraudulent claim for the payment of a loss or any other benefit, or presents more than one claim for the same damage or loss, shall incur a felony and, upon conviction, shall be sanctioned for each violation by a fine of not less than five thousand dollars (\$5,000) and not more than ten thousand dollars (\$10,000), or a fixed term of imprisonment for three (3) years, or both penalties. Should aggravating circumstances be present, the penalty thus established may be increased to a maximum of five (5) years, if extenuating circumstances are present, it may be reduced to a minimum of two (2) years.

**For residents of Virginia:** Any person who, with the intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may have violated the state law.

**For residents of New York:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

The statements contained in this form are true and complete to the best of my knowledge and belief.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date