QBE Insurance Corporation

Proof of Loss Accident Claim Form

Mail/Fax/Email to	CIMA 2750 Killarney Drive, Suite 202 Woodbridge, VA 22192-4124	Phone 703.739.9300 Fax 703.739.0761	Toll free 800.468.4200 E-mail volunteers@cimaworld.com
Claims administered by	Health Special Risk, Inc. Carrollton, TX		

Check one

☐ CNS/RSVP (MHH010302) ☐ CNS/SCP ☐ CNS/FGP
☐ VIS (MHH010303) ☐ CRASVP (MHH010304) ☐ WRVP (MHH010305)
Court Referred Alternative Sentencing Work Release

Caution

Any person who, knowingly and with intent to defraud, or help commit fraud against any insurance company or other person: (1) files an application for insurance or statement of claim containing any materially false information; or (2) conceals for the purpose of misleading, information concerning any material fact thereto, commits or may be committing a fraudulent insurance act, which is a crime and subjects such person to criminal and/or civil penalties. Residents of the following states please see reverse side: **California, Colorado, District of Columbia, Florida, New York, Tennessee, Texas and Virginia.**

Instructions

The policy is Full Excess only. Eligible covered expenses will be determined after benefits have been paid by other valid and collectible insurance. You must submit your claim to your other insurance company. When you receive their Benefits Statements (Explanation of Benefits or EOB) send it to us along with itemized bills.

- **Part I** – Must be completed by the Sponsoring Organization.
- **Part II** – Must be completed by the Volunteer/Patient.
- Send copies of itemized bills showing provider's name, address, tax ID number, diagnosis and procedure codes.
- Attach Explanation of Benefits, additional bills with record of payment or denial from primary insurance carrier, including any Medicare payment records.

Part I – Sponsoring Organization Report

Name of Sponsoring Organization | Sponsoring Organization code

Address | City | State | Zip code

Sponsoring Organization's email | Sponsoring Organization contact | Phone | Fax

Last name of Volunteer | First name of Volunteer | Social security number | Date of birth | Sex ☐ M ☐ F

Nature of injury (describe fully, indicating what part of body was injured – e.g. broken arm, sprained ankle, etc.)
Must be a bodily injury due to accident

Describe how the accident occurred – provide all details and attach a separate sheet if necessary

Describe activity Volunteer was engaged in at the time of accident

Date of accident | Place of accident | Time of accident ☐ AM ☐ PM | First treatment date

Name and title of person supervising volunteer activity | List anyone present at the time of the accident | Was he or she a witness? ☐ Yes ☐ No

Signature of authorized Sponsoring Organization's representative | **Title** | **Date**

X

Part II – to be completed by Volunteer

Address of Volunteer | City | State | Zip code

Telephone number | Email address

Does Volunteer have health insurance other than Medicare? ☐ Yes ☐ No
If yes, please identify

Is Volunteer covered by
Medicare – Part A? ☐ Yes ☐ No Medicare – Part B? ☐ Yes ☐ No

Note

Please attach bills and/or Medicare Explanation of Benefits
Without a complete answer to these questions, your claim cannot be processed
Is the Volunteer enrolled in, a member of, or a participant of any of the following as an individual, employee or dependent? If so, please provide a copy of insurance card (front and back).

Preferred Provider Organization (PPO) or similar prepaid health plan ☐ Yes ☐ No
If yes, name of PPO or Organization

Health Maintenance Organization (HMO) or similar prepaid health plan ☐ Yes ☐ No
If yes, name of HMO or Organization

Affidavit

I verify that the statement on other insurance is accurate and complete. I understand that the intentional furnishing of incorrect information via the U.S. Mail may be fraudulent and violate federal laws as well as state laws. I agree that if it is determined at a later date that there are other insurances benefits collectible on this claim I will reimburse the Company to the extent for which the Company would not have been liable.

Authorization to release information

I authorize any Health Care Provider, Doctor, Medical Professional, Medical Facility, Insurance Company, Person or Organization to release any information regarding medical, dental, mental, alcohol or drug abuse history, treatment or benefits payable, including disability or employment related information concerning the patient, to any QBE company, its employees, and authorized agents for the purpose of validation and determining benefits payable. I further authorize any QBE company to furnish the Policyholder or its agents, any and all information with respect to my insurance claim for the purpose of assisting with claims adjudication. This data may be extracted for audit or statistical purposes. I understand that I have the right to revoke this authorization in writing at any time and that such a revocation is not effective to the extent that such authorization has already been relied upon.

Payment authorization

I authorize all current and future medical benefits, for services rendered and billed as a result of this claim, to be made payable to the physicians and providers indicated on the invoices, unless otherwise specified above.

Volunteer's signature **Date**

X

California and Texas residents

Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in a state prison.

Colorado residents

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 or awarded payable from insurance proceeds shall be reported to the Colorado division of insurances within the department of regulatory agencies.

District of Columbia residents

WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

Florida residents

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.

New York residents	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.
Tennessee residents	It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.
Virginia residents	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 state law.