



**CLAIM FORM FOR HEALTH INSURANCE POLICIES OTHER THAN TRAVEL AND PERSONAL ACCIDENT - PART A TO BE FILLED IN BY THE INSURED**

The issuance of this Form is not to be taken as an admission of liability

**SECTION E - DETAILS OF CLAIM:**

a) Details of the other treatment expenses claimed

S.N.	Cover Name	Amount (in Rs)	S.N.	Cover Name	Amount (in Rs)
	Pre Hospitalization Expenses			Green channel benefit claim against Health wearable device	
	Post Hospitalization Expenses			Compassionate Visit in case of CI	
	Ambulance Cover			Vaccination for new born	
	Organ Donor Expenses			Out-patient Cover	
	Green channel benefit claim against Non payable expenses			Air Ambulance	
	Worldwide emergency optional cover			Maternity benefit optional cover	

• For new born baby cover, separate claim form to be filled & submitted. • For Fitness Reward points, please fill separate form "Fitness reward earning claim form" available on our website. • Benefits under Cumulative Bonus, Early joining Benefit, Restoration of Sum Insured will be provided automatically. You need not file a claim separately for these.

b) Details of Lump sum / cash benefit claimed

S.N.	Cover Name	Claimed	S.N.	Cover Name	Claimed
	Hospital Cash	<input type="checkbox"/> Yes <input type="checkbox"/> No		Companion Benefit	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Loss of income benefit	<input type="checkbox"/> Yes <input type="checkbox"/> No		Convalescence Benefit	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Enhanced Daily cash benefit	<input type="checkbox"/> Yes <input type="checkbox"/> No		Benefit under Critical Illness optional Cover, if opted	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Home treatment additional daily Cash benefit	<input type="checkbox"/> Yes <input type="checkbox"/> No		Benefit under Personal Accident optional Cover, if opted	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Hospital cash optional cover	<input type="checkbox"/> Yes <input type="checkbox"/> No			

Amount as per above covers, if claimed by you, will be paid as per the terms and conditions of the Policy plan.

**Check List of Claim Documents to be submitted (In original)\* - Please (✓) tick relevant box**

(For Hospital Cash benefit, photocopies of claim documents are acceptable)

<input type="checkbox"/> Claim Form duly filled and signed	<input type="checkbox"/> Copy of the Claim Intimation, if any	<input type="checkbox"/> Hospital Bill Payment receipt
<input type="checkbox"/> Hospital Main Bill	<input type="checkbox"/> Hospital Break-up Bill	<input type="checkbox"/> Doctor's request for investigation
<input type="checkbox"/> Hospital Discharge Summary	<input type="checkbox"/> Pharmacy Bill	<input type="checkbox"/> Operation Theatre Notes
<input type="checkbox"/> Investigation Reports (Including CT / MRI / USG / HPE / ECG)		<input type="checkbox"/> Test report and prescription relating to first consultation for the Illness
<input type="checkbox"/> Doctor's prescription for medicines purchased outside the hospital and investigation done outside hospital		<input type="checkbox"/> FIR / MLC in case of accident injury and English translation of the same if it is in any other language
<input type="checkbox"/> KYC document (Address proof, ID proof only for claims exceeding ₹1 Lakh)		<input type="checkbox"/> Original Death Summary (Wherever applicable)
<input type="checkbox"/> Cancelled cheque leaf of the bank account held in the name of the primary insured (Mandatory)		<input type="checkbox"/> Any Other

\*Please retain copy of complete set of claim documents for your records

**SECTION F - DETAILS OF BILLS ENCLOSED:**

Sl. No	Bill No	Date	Issued by	Towards	Amount (Rs)
1.				Hospital Main Bill	
2.				Pre-hospitalisation Bills: Nos	
3.				Post-hospitalisation Bills: Nos	
4.				Pharmacy Bills	
5.					
6.					
7.					
8.					
9.					
10.					

Note: If there are more bills, please attach additional sheets with this claim form giving the bill details in same format as below.

**Hospital Main Bill Payment Receipts only**

Receipt No.	Date	Amount (Rs)	Please (✓) Tick Relevant Box	
			<input type="checkbox"/> Advance Receipt	<input type="checkbox"/> Final Receipt
			<input type="checkbox"/> Advance Receipt	<input type="checkbox"/> Final Receipt
			<input type="checkbox"/> Advance Receipt	<input type="checkbox"/> Final Receipt
			<input type="checkbox"/> Advance Receipt	<input type="checkbox"/> Final Receipt

Note: Please attach separate sheet if necessary

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IF THE CLAIM IS FOR ACCIDENTAL INJURIES, PLEASE PROVIDE DETAILS OF DATE, TIME AND CIRCUMSTANCES OF ACCIDENT EVENT AND OTHER DETAILS AS RELEVANT:

Date:

Time:

Circumstances of Accident event and other details: \_\_\_\_\_

**SECTION G - DETAILS OF PRIMARY INSURED'S BANK ACCOUNT:**

PLEASE PROVIDE YOUR BANK DETAILS: (PLEASE ATTACH CANCELLED CHEQUE LEAF OF BANK ACCOUNT IN THE NAME OF PRIMARY INSURED WITHOUT FAIL)

a) PAN:   
 b) Account Number:   
 c) Bank Name and Branch:   
 d) IFSC Code:   
 e) Cheque/ DD Payable Details:

**SECTION H - DECLARATION BY THE INSURED:**

I hereby declare that the information furnished in this Claim Form is true & correct to the best of my knowledge and belief. If I have made any false or untrue statement, suppressed or concealed any material fact with respect to questions asked in relation to this claim, my right to claim reimbursement shall be forfeited. I also consent & authorise TPA / insurance company to seek necessary medical information / documents from any hospital / Medical Practitioner who has attended the person for whom this claim is made. I hereby declare that I have included all the bills / receipts for the purpose of this claim & that I will not be making any supplementary claim except pre/post hospitalization claim and for additional covers, if any.

Date:

Place:

Signature of the Insured:

Please send this duly filled and signed claim form to our TPA at below address:

**Family Health Plan Insurance TPA Limited**

Srinilaya - cyber spazio suite, 101,102,Ground Floor, Road No. 2, Banjara Hills, Hyderabad, Telangana 500034

**GUIDANCE FOR FILLING CLAIM FORM - PART A (To be filled in by the insured)**

DATA ELEMENT	DESCRIPTION	FORMAT
<b>SECTION A - DETAILS OF PRIMARY INSURED</b>		
a) Policy No.	Enter the policy number	As allotted by the insurance company
b) SI. No/ Certificate No.	Enter the social insurance number or the certificate number of social health insurance scheme	As allotted by the organisation
c) Company TPA ID No.	Enter the TPA ID No.	License number as allotted by IRDA and printed in TPA documents.
d) Name	Enter the full name of the policyholder	Surname, First name, Middle name
e) Address	Enter the full postal address	Include Street, City and Pin Code
<b>SECTION B - DETAILS OF INSURANCE HISTORY</b>		
a) Currently covered by any other Mediclaim / Health Insurance?	Indicate whether currently covered by another Mediclaim / Health Insurance	Tick Yes or No
b) i. Company Name	Enter the full name of the insurance company	Name of the organisation in full
b) ii. Policy No.	Enter the policy number	As allotted by the insurance company
c) Date of Commencement of first Insurance without break	Enter the date of commencement of first insurance	Use dd-mm-yy format
d) Sum Insured	Enter the total sum insured as per the policy	In rupees
Have you been Hospitalised in the last four years since inception of the contract?	Indicate whether hospitalised in the last four years	Tick Yes or No
f) Date	Enter the date of hospitalisation	Use mm-yy format
g) Diagnosis	Enter the diagnosis details	Open Text
h) Previously Covered by any other Mediclaim/ Health Insurance?	Indicate whether previously covered by another Mediclaim / Health Insurance	Tick Yes or No
i) Company Name	Enter the full name of the insurance company	Name of the organisation in full

**CLAIM FORM FOR HEALTH INSURANCE POLICIES OTHER THAN TRAVEL AND PERSONAL ACCIDENT - PART A TO BE FILLED IN BY THE INSURED**

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**GUIDANCE FOR FILLING CLAIM FORM - PART A (To be filled in by the insured)**

DATA ELEMENT	DESCRIPTION	FORMAT
<b>SECTION C - DETAILS OF INSURED PERSON HOSPITALIZED</b>		
a) Name	Enter the full name of the patient	Surname, First name, Middle name
b) Gender	Indicate gender of the patient	Tick Male or Female
c) Age	Enter age of the patient	Number of years and months
d) Date of Birth	Enter Date of Birth of patient	Use dd-mm-yy format
e) Relationship to primary Insured	Indicate relationship of patient with policyholder	Tick the right option. If others, please specify
f) Address	Enter the full postal address	Include Street, City and Pin Code
Phone No.	Enter the phone number of patient	Include STD code with telephone number
E-mail ID	Enter e-mail address of patient	Complete e-mail address
g) Occupation	Indicate occupation of patient	Tick the right option. If others, please specify
i) Address of the Employer	Complete address of the employer of the Insured	Include Street, City and Pin Code
<b>SECTION D - DETAILS OF HOSPITALISATION FOR CLAIM BEING FILED</b>		
a) Name of hospital where admitted	Enter the name of hospital	Name of hospital in full
b) Room category occupied	Indicate the room category occupied	Tick the right option
c) Hospitalisation due to	Indicate reason of hospitalisation	Tick the right option
d) Date of injury / Date disease first detected/ Date of delivery	Enter the relevant date	Use dd-mm-yy format
e) Date of admission	Enter date of admission	Use dd-mm-yy format
f) Time	Enter time of admission	Use hh:mm format
g) Date of discharge	Enter date of discharge	Use dd-mm-yy format
h) Time	Enter time of discharge	Use hh:mm format
i) In case of maternity		
i. Date of delivery	Enter date of delivery	Use dd-mm-yy format
ii. Gravida Status	Enter Gravida Status	Use standard format
j) If Injury give cause	Indicate cause of injury	Tick the right option
i. If Medico Legal	Indicate whether injury is Medico Legal	Tick Yes or No
ii. Reported to Police	Indicate whether police report was filed	Tick Yes or No
iii. MLC Report & Police FIR attached	Indicate whether MLC report and Police FIR attached	Tick Yes or No
k) System of Medicine	Enter the system of medicine followed in treating the patient	Open Text
<b>SECTION E - DETAILS OF CLAIM</b>		
a) Details of Treatment Expenses	Enter the amount claimed as treatment expenses	In rupees (Do not enter paise values)
b) Claim for Domiciliary Hospitalisation	Indicate whether claim is for domiciliary hospitalization	Tick Yes or No
c) Details of Lump sum/ Cash Benefit claimed	Enter the amount claimed as lump sum/ cash benefit	In rupees (Do not enter paise values)
d) Claim Documents Submitted-Check List	Indicate which supporting documents are submitted	Tick the right option
<b>SECTION F - DETAILS OF BILLS ENCLOSED</b>		
Indicate which bills are enclosed with the amounts in rupees		
<b>SECTION G - DETAILS OF PRIMARY INSURED'S BANK ACCOUNT</b>		
a) PAN	Enter the permanent account number	As allotted by the Income Tax department
b) Account Number	Enter the bank account number	As allotted by the bank
c) Bank Name and Branch	Enter the bank name along with the branch	Name of the Bank in full
d) IFSC Code	Enter the IFSC code of the bank branch	IFSC code of the bank branch in full
<b>SECTION H - DECLARATION BY THE INSURED</b>		
Read declaration carefully and mention date (in dd-mm-yy format), place (open text) and sign.		



**CLAIM FORM - PART B TO BE FILLED IN BY THE HOSPITAL**

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Please include the original pre-authorization request form in lieu of PART A

		Yes / No	Duration in year & months
6	Diabetes, Impaired glucose tolerance (Pre-diabetes), Thyroid/Pituitary Disorder or any other endocrine disorder		
7	Tumor (swelling)-benign or malignant, any external ulcer / growth / cyst / mass anywhere in the body		
8	Arthritis, spondylosis or any other disorder of the muscle / bone / joint		
9	Diseases of the ear / nose / throat / teeth / eye (please mention dioptries in case of refractory error)		
10	HIV / AIDS or sexually transmitted diseases or any immune system disorder		
11	Anaemia, leukaemia, lymphoma or any other blood / lymphatic system disorder		
12	Psychiatric / mental illnesses or sleep disorder		
13	Uterine fibroid, fibroadenoma breast or any other gynaecological (female reproductive system) / breast disorder		
14	Any other illness or injury not mentioned above (other than common cold)		

g) Is the ailment a complication / sequel of a pre-existing disease or condition?  Yes  No

If Yes, please give details: \_\_\_\_\_

h) History of alcoholism  Yes  No If yes: No of years:   Quantity consumed per day

i) History of smoking / tobacco chewing:  Yes  No If Yes: No of years:   Units consumed per day

**SECTION D - CLAIM DOCUMENTS SUBMITTED - CHECK LIST**

<input type="checkbox"/> Claim Form duly signed	<input type="checkbox"/> Investigation reports
<input type="checkbox"/> Original pre-authorization request	<input type="checkbox"/> CT/MR/USG/HPE investigation reports
<input type="checkbox"/> Copy of the pre-authorization approval letter	<input type="checkbox"/> Doctor's reference slip for investigation
<input type="checkbox"/> Copy of photo ID card of patient verified by hospital	<input type="checkbox"/> ECG
<input type="checkbox"/> Hospital discharge summary	<input type="checkbox"/> Pharmacy bills
<input type="checkbox"/> Operation theatre notes	<input type="checkbox"/> MLC report & Police FIR
<input type="checkbox"/> Hospital main bill	<input type="checkbox"/> Original death summary from hospital where applicable
<input type="checkbox"/> Hospital break-up bill	<input type="checkbox"/> Other, please specify

**SECTION E - ADDITIONAL DETAILS IN CASE OF NON-NETWORK HOSPITAL (ONLY FILL IN CASE OF NON-NETWORK HOSPITAL)**

a) Address of the hospital:

City:  State:

Pincode:  b) Phone No:

c) Registration No. with State Code:  d) Hospital PAN:

e) Number of Inpatient beds:

f) Facilities available in the hospital: i. OT:  Yes  No ii. ICU:  Yes  No iii. Round the clock Doctor / Nurses:  Yes  No

iv. Maintains daily record of patients:  Yes  No v. Others:

**SECTION F - DECLARATION BY THE HOSPITAL (PLEASE READ VERY CAREFULLY)**

We hereby declare that the information furnished in this Claim Form is true & correct to the best of our knowledge and belief. If we have made any false or untrue statement, suppressed or concealed any material fact, our right to claim under this claim shall be forfeited.

Date:

Place:

Signature and Seal of the Hospital Authority:

Please send this duly filled and signed claim form to our TPA at below address:

Family Health Plan Insurance TPA Limited

Srinilaya - cyber spazio suite, 101,102,Ground Floor, Road No. 2, Banjara Hills, Hyderabad, Telangana 500034

**Authorisation Letter (Mandatory)**

Date: 

D	D	M	M	Y	Y	Y	Y
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From:

To:  
 The Manager / Medical Superintendent, Medical Records

Dear Sir

**Reg: Authorisation Letter.**

Name of the Patient: \_\_\_\_\_

IP Number \_\_\_\_\_ (First admission) in \_\_\_\_\_ Hospital

IP Number \_\_\_\_\_ (Second admission) in \_\_\_\_\_ Hospital

IP Number \_\_\_\_\_ (Third admission) in \_\_\_\_\_ Hospital

I consent and authorise M/s Magma HDI General Insurance Co. Limited and their Authorised Service Providers to seek medical information from your hospital and share copies of indoor case sheets and such other relevant medical records and / or meet / obtain statement from the Medical Practitioner who has at any time attended on the patient for the hospitalisation dated ..... to .....

Thanking you,

Yours sincerely,

Signature of the Proposer

Signature of the Patient

**GUIDANCE FOR FILLING CLAIM FORM - PART B (To be filled in by the hospital)**

DATA ELEMENT	DESCRIPTION	FORMAT
<b>SECTION A - DETAILS OF HOSPITAL</b>		
a) Name of Hospital	Enter the name of hospital	Name of hospital in full
b) Hospital ID	Enter ID number of hospital	As allocated by the TPA
c) Type of Hospital	Indicate whether In network or non-network hospital	Tick the right option
d) Name of treating doctor	Enter the name of the treating doctor	Name of doctor in full
e) Qualification	Enter the qualifications of the treating doctor	Abbreviations of educational qualifications
f) Registration No. with State Code	Enter the registration number of the doctor along with the state code	As allocated by the Medical Council of India
g) Phone No.	Enter the phone number of doctor	Include STD code with telephone number
<b>SECTION B - DETAILS OF THE PATIENT ADMITTED</b>		
a) Name of Patient	Enter the name of hospital	Name of hospital in full
b) IP Registration Number	Enter insurance provider registration number	As allotted by the insurance provider
c) Gender	Indicate Gender of the patient	Tick Male or Female
d) Age	Enter age of the patient	Number of years and months
e) Date of Birth	Enter date of admission	Use dd-mm-yy format
f) Date of Admission	Enter date of admission	Use dd-mm-yy format
g) Time	Enter time of admission	Use hh:mm format
h) Date of Discharge	Enter date of discharge	Use dd-mm-yy format
l) Time	Enter time of discharge	Use hh:mm format
j) Type of Admission	Indicate type of admission of patient	Tick the right option
k) If Maternity	Tick the right option	Tick the right option
Date of Delivery	Enter Date of Delivery if maternity	Use dd-mm-yy format
Gravida Status	Enter Gravida Status if maternity	Use standard format
l) Status at time of discharge	Indicate status of patient at time of discharge	Tick the right option
m) Total amount claimed	Indicate the total amount claimed	In rupees (Do not enter paise values)

# CLAIM FORM - PART B TO BE FILLED IN BY THE HOSPITAL

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Please include the original pre-authorization request form in lieu of PART A

## GUIDANCE FOR FILLING CLAIM FORM - PART A (To be filled in by the Insured)

DATA ELEMENT	DESCRIPTION	FORMAT
<b>SECTION C - DETAILS OF AILMENT DIAGNOSED (PRIMARY)</b>		
a) ICD 10 Code		
Primary Diagnosis	Enter the ICD 10 Code and description of the primary diagnosis	Standard format and open text
Additional Diagnosis	Enter the ICD 10 Code and description of the additional diagnosis	Standard format and open text
Co-morbidities	Enter the ICD 10 Code and description of the co-morbidities	Standard format and open text
b) ICD 10 PCS		
Procedure 1	Enter the ICD 10 PCS and description of the first procedure	Standard format and open text
Procedure 2	Enter the ICD 10 PCS and description of the second procedure	Standard format and open text
Procedure 3	Enter the ICD 10 PCS and description of the third procedure	Standard format and open text
Details of Procedure	Enter the details of the procedure	Open text
c) Whether pre-authorization obtained	Indicate whether pre-authorization obtained	Tick Yes or No
d) Pre-authorization Number	Enter pre-authorization number	As allotted by TPA
e) If authorization by network hospital not obtained, give reason	Enter reason for not obtaining pre-authorization number	Open text
f) Hospitalization due to injury	Indicate if hospitalisation is due to injury	Tick Yes or No
Cause	Indicate cause of injury	Tick the right option
If injury due to substance abuse / alcohol consumption, test conducted to establish this	Indicate whether test conducted	Tick Yes or No
Medico Legal	Indicate whether injury is Medico Legal	Tick Yes or No
Reported To police	Indicate whether police report was filed	Tick Yes or No
FIR No.	Enter first information report number	As issued by police authorities
If not reported to the police, give reason	Enter reason for not reporting to the police	Open text
g) Complaints / Symptoms	Indicate the date when the symptom / complaint	Use dd-mm-yy format
h) Previous medical history	Enter the medical history	Open text
i) Specific diseases	State Yes or No	Duration should be in years and months
j) Complication of pre-existing diseases	Indicate whether present ailment is a complication that existed prior to policy inception	Open text
k) Alcoholism	Indicate Yes or No. If 'yes' state quantity consumed	Open text
l) Smoking of tobacco	Indicate Yes or No. If 'yes' state units consumed	Open text

## SECTION D - CLAIM DOCUMENTS SUBMITTED-CHECK LIST

Indicate which supporting documents are submitted.

## SECTION E - DETAILS IN CASE OF NON-NETWORK HOSPITAL

a) Address	Enter the full postal address	Include Street, City and Pin Code
b) Phone No.	Enter the phone number of hospital	Include STD code with telephone number
c) Registration No. with State Code	Enter the registration number of the doctor along with the state code	As allocated by the Medical Council of India
d) Hospital PAN	Enter the Permanent Account Number	As allotted by the Income Tax department
e) Number of Inpatient beds	Enter the number of inpatient beds	Digits
f) Facilities available at the hospital	Indicate facilities available at the hospital	Tick the right option. If others, please specify

## SECTION F - DECLARATION BY THE HOSPITAL

Read the declaration carefully and mention date (in dd:mm:yy format), place (open text) and sign and stamp