



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

**The issue of this Form is not to be taken as an admission of liability
(To be filled in block letters)**

DETAILS OF PRIMARY INSURED:

a) Policy No:	<input type="text"/>	b) SI. No/ Certificate No:	<input type="text"/>
c) Company/ TPA ID No:	<input type="text"/>		
d) Name	<input type="text"/>		
e) Address:	<input type="text"/>		
	<input type="text"/>		
City:	<input type="text"/>	State:	<input type="text"/>
Pin Code:	<input type="text"/>	Phone No:	<input type="text"/>
		Email ID	<input type="text"/>

DETAILS OF INSURANCE HISTORY:

[illegible]**DETAILS OF INSURED PERSON HOSPITALIZED:**

a) Name:

b) Gender: ☐ Male ☐ Female c) Age: Years Months d) Date of birth:

e) Relationship to Primary insured: Self ☐ Spouse ☐ Child ☐ Father ☐ Mother ☐ Other ☐ (Please Specify)

f) Occupation: Service ☐ Self Employed ☐ Homemaker ☐ Student ☐ Retired ☐ Other ☐ (Please Specify)

g) Address:

City: State:

Pin Code: Phone No: Email ID:

DETAILS OF HOSPITALIZATION:

a) Name of Hospital where Admitted:

b) Room Category occupied: Day care ☐ Single occupancy ☐ Twin sharing ☐ 3 or more beds per room ☐

c) Hospitalization due to: Injury ☐ Illness ☐ Maternity ☐ d) Date of Injury / Date Disease first detected /Date of Delivery:

e) Dated of Admission: f) Time: : g) Date of Discharge h) Time: :

i) If Injury give cause Self inflicted ☐ Road Traffic Accident ☐ Substance Abuse/Alcohol Consumption ☐ i. If Medico legal: ☐ Yes ☐ No

ii. Reported to police: ☐ Yes ☐ No iii. MLC Report & Police FIR attached: ☐ Yes ☐ No j) System of Medicine:

DETAILS OF CLAIM:

a) Details of the treatment expenses claimed:			
i. Pre-hospitalization Expenses:	Rs	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	ii. Hospitalization Expenses: Rs <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
iii. Post-hospitalization Expenses:	Rs	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	iv. Health-Check up Cost: Rs <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
v. Ambulance Charges:	Rs	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	vi. Others (code) <input type="text"/> <input type="text"/> <input type="text"/> Rs <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		Total	Rs <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
vii. Pre-hospitalization period: <input type="text"/> <input type="text"/> <input type="text"/> Days		viii. Post-hospitalization period <input type="text"/> <input type="text"/> <input type="text"/> Days	
b) Claim for Domiciliary Hospitalization: <input checked="" type="radio"/> Yes <input type="radio"/> No (If yes, provide details in annexure)			
c) Details of Lump sum / cash benefit claimed:			
i. Hospital Daily Cash:	Rs	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	ii. Surgical Cash: Rs <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
iii. Critical Illness Benefit:	Rs	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	iv. Convalescence: Rs <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
v. Pre/Post hospitalization Lump sum benefit:	Rs	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	vi. Others (code) <input type="text"/> <input type="text"/> <input type="text"/> Rs <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
		Total	Rs <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

d)	Claim Documents Submitted- Check List:
<input type="checkbox"/>	Claim Form Duly signed
<input type="checkbox"/>	Copy of the claim intimation, if any
<input type="checkbox"/>	Hospital Main Bill
<input type="checkbox"/>	Hospital Break-up Bill
<input type="checkbox"/>	Hospital Bill Payment Receipt
<input type="checkbox"/>	Hospital Discharge Summary
<input type="checkbox"/>	Operation Theatre Notes
<input type="checkbox"/>	ECG
<input type="checkbox"/>	Doctor's request for investigation
<input type="checkbox"/>	Investigation Reports (Including CT MRI / USG / HPE)
<input type="checkbox"/>	Doctor's Prescriptions
<input type="checkbox"/>	Others

DETAILS OF BILLS ENCLOSED:[illegible]

DETAILS OF PRIMARY INSURED'S BANK ACCOUNT:

a) PAN:

b) Account Number:

c) Bank Name and Branch:

d) Cheque/ DD Payable details:

e) IFSC Code:

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, suppression or concealment of any material fact with respect to questions asked in relation to this claim, my right to claim reimbursement shall be forfeited. I also consent & authorize TPA / insurance company, to seek necessary medical information / documents from any hospital / Medical Practitioner who has attended on the person against 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 the pre/post-hospitalization claim, if any.

Date:

Place:

Signature of the Insured

GUIDANCE FOR FILLING CLAIM FORM - PART A (To be filled in by the insured)		
DATA ELEMENT	DESCRIPTION	FORMAT
SECTION A - DETAILS OF PRIMARY INSURED		
a) Policy No.	Enter the policy number	As allotted by the insurance company
b) Sl. No/ Certificate No.	Enter the social insurance number or the certificate number of social health insurance scheme	As allotted by the organization
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
SECTION B - DETAILS OF INSURANCE HISTORY		
a) Currently covered by any other Mediclaim / Health Insurance?	Indicate whether currently covered by another Mediclaim / Health Insurance	Tick Yes or No
b) Date of Commencement of first Insurance without break	Enter the date of commencement of first insurance	Use dd-mm-yy format
c) Company Name	Enter the full name of the insurance company	Name of the organization in full
Policy No.	Enter the policy number	As allotted by the insurance company
Sum Insured	Enter the total sum insured as per the policy	In rupees
d) Have you been Hospitalized in the last four years since inception of the contract?	Indicate whether hospitalized in the last four years	Tick Yes or No
Date	Enter the date of hospitalization	Use mm-yy format
Diagnosis	Enter the diagnosis details	Open Text
e) Previously Covered by any other Mediclaim / Health Insurance?	Indicate whether previously covered by another Mediclaim / Health Insurance	Tick Yes or No
f) Company Name	Enter the full name of the insurance company	Name of the organization in full
SECTION C - DETAILS OF INSURED PERSON HOSPITALIZED		
a) Name	Enter the full name of the policyholder	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) Occupation	Indicate occupation of patient	Tick the right option. If others, please specify.
g) Address	Enter the full postal address	Include Street, City and Pin Code
h) Phone No	Enter the phone number of patient	Include STD code with telephone number
i) E-mail ID	Enter e-mail address of patient	Complete e-mail address
SECTION D - DETAILS OF HOSPITALIZATION		
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) Hospitalization due to	Indicate reason of hospitalization	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	Enter date of discharge
h) Time	Enter time of discharge	Use hh:mm format
i) If Injury give cause	Indicate cause of injury	Tick the right option
If 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
MLC Report & Police FIR attached	Indicate whether MLC report and Police FIR attached	Tick Yes or No
j) System of Medicine	Enter the system of medicine followed in treating the patient	Open Text
SECTION E - DETAILS OF CLAIM		
a) Details of Treatment Expenses	Enter the amount claimed as treatment expenses	In rupees (Do not enter paise values)
b) Claim for Domiciliary Hospitalization	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
SECTION F - DETAILS OF BILLS ENCLOSED		
Indicate which bills are enclosed with the amounts in rupees		

DETAILS OF HOSPITAL

a) Name of the hospital:

b) Hospital ID:

c) Type of Hospital: Network Non Network (If non network fill section E)

d) Name of the treating doctor:

e) Qualification:

f) Registration No. with State Code:

g) Phone No.

DETAILS OF THE PATIENT ADMITTED

a) Name of the Patient:

b) IP Registration Number

c) Gender: Male Female

d) Age: Years Months

e) Date of birth:

f) Dated of Admission:

g) Time: :

h) Date of Discharge

i) Time: :

j) Type of Admission: Emergency Planned Day Care Maternity

k) If Maternity i. Date of Delivery ii. Gravida Status:

l) Status at time of discharge: Discharge to home Discharge to another hospital Deceased

m) Total claimed amount

DETAILS OF AILMENT DIAGNOSED (PRIMARY)

a)

ICD10 Codes

i. Primary Diagnosis

ii. Additional Diagnosis:

iii. Co-morbidities:

iv. Co-morbidities:

Description

b)

ICD 10 PCS

i. Procedure1

ii. Procedure2:

iii. Procedure3:

iv. Details of Procedure:

Description

c) Pre-authorization obtained: Yes No

d) Pre-authorization Number:

e) If authorization by network hospital not obtained, give reason:

f) Hospitalization due to Injury: Yes No

i. If Yes, give cause Self-inflicted Road Traffic Accident Substance abuse / alcohol consumption

ii. If Injury due to Substance abuse / alcohol consumption, Test Conducted to establish this: Yes No (If Yes, attach reports)

iii. If Medico legal: Yes No

iv. Reported to Police: Yes No

v. FIR no.

vi. If not reported to police give reason

CLAIM DOCUMENTS SUBMITTED - CHECK LIST

Claim Form duly signed

Original Pre-authorization request

Copy of the Pre-authorization approval letter

Copy of photo ID card of patient verified by hospital

Hospital Discharge summary

Operation Theatre notes

Hospital main bill

Hospital break-up bill

Investigation reports

CT/MR/USG/HPE investigation reports

Doctor's reference slip for investigation

ECG

Pharmacy bills

MLC report & Police FIR

Original death summary from hospital where applicable

Any other, please specify

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

a) Address of the Hospital

City:

State:

Pin Code:

b) Phone No:

c) Registration No. with State Code

d) Hospital PAN:

e) Number of inpatient beds:

d) Facilities available in the Hospital : i) OT: Yes No ii) ICU: Yes No

iii) Others:

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, suppression or concealment of any material fact, our right to claim under this claim shall be forfeited.

Date :

Place :

Signature and Seal of the Hospital Authority

GUIDANCE FOR FILLING CLAIM FORM - PART B (To be filled in by the hospital)		
DATA ELEMENT	DESCRIPTION	FORMAT
SECTION A - DETAILS OF HOSPITAL		
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
SECTION B - DETAILS OF THE PATIENT ADMITTED		
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
i) 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		
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 claimed amount	Indicate the total claimed amount	In rupees (Do not enter paise values)
SECTION C - DETAILS OF AILMENT DIAGNOSED (PRIMARY)		
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) 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 hospitalization is due to injury	Tick Yes o r 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 o r No
Reported To Police	Indicate whether police report was filed	Tick Yes o r No
FIR No.	Enter first information report number	As issued by police authorities
If not reported to police, give reason	Enter reason for not reporting to police	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 in the hospital	Indicate facilities available in the hospital	Tick the right option. If others, please specify
SECTION F - DECLARATION BY THE HOSPITAL		
Read declaration carefully and mention date (in dd:mm:yy format), place (open text) and sign and stamp		

CONSENT FORM FOR VERIFICATION & COLLECTION OF IPD PAPERS

To,

Dated:

(Hospital Name)

(Address)

.....

Dear Sir / Madam,

SUBJECT: **CONSENT FOR VERIFICATION & COLLECTION OF IPD PAPERS**

I hereby authorize the representative of Vipul Med corp TPA Pvt Ltd to verify & collect photocopy of all of my IPD papers related to following hospitalization :-

Name of the Patient-

Hospital UHID No-

Date of Admission

Date of Discharge

Diagnosis as per Discharge Card

Self attested photo id proof of Patient/Guardian (if patient is minor) is attached

Thanking you.
Yours truly,

(Signature of the Paitent / Guardian (if the patient is minor))

Policy Holder's Details :-

Name :

Address :

.....

Contact No :

Policy No :

Vipul Card No :.....

(Signature of the Insured)

LIST OF CLAIM DOCUMENTS:-

- Receipted Copy of the Intimation Letter / Reference number of online intimation
- Duly Filled & signed Claim Form of the underwriter as per specification of IRDA.(Available in website)
- Original Discharge Card / Summary issued by the hospital.
- Original Final Bill & numbered receipts of the Hospital, in support of payment.
- Original numbered Paid Receipts for investigations carried out.
- Original Investigation Reports.
- All Imaging Films, ECG Strips, Doppler / Angiogram CD etc.
- Original stickers for implants used during operation along with invoice copy.
- Original Prescriptions and corresponding Medicine bills/ cash memo mentioning expiry date & batch No. of the medicine.
- Hospital Registration Certificate (in case of a unknown small hospital)
- Any other original documents related to the claim.
- MLC/FIR in case of Accident cases / Attending doctor's certificate in case MLC/FIR not done.
- Patient ID/Age Proof.
- Cancelled cheque of the POLICY HOLDER with name printed on it. Otherwise copy of the first page of bank pass book to accompany the cheque foil. PLEASE NOTE THAT IT IS MANDATORY.
- For claims valued at Rs. 1 Lac or more, document as specified by IRDA towards ID with address proof of the POLICY HOLDER must be submitted for compliance of KYC norms.
- Copy of current year & previous years policy copies.

Please note that the above list has been drawn without prejudice and is illustrative and not exhaustive.