Claims Made Easy

CHUBB



HOW TO FILE YOUR CLAIM - Please Follow the Simple Steps Below

1. Download the claim form. Complete sections based on the claim type

For Accident Claims

- 1. Complete Sections A, B and D.
- 2. Have your physician complete Section G.

For Critical Illness Claims

- 1. Complete Sections A, C and D.
- 2. Have your physician complete Section G.

For Disability Claims

- 1. Complete Sections A, D and E.
- 2. Have your employer complete Section F.
- 3. Have your physician complete Section G.
- 2. Review the Fraud Notification for your state located on the fifth or sixth page.
- 3. Sign and date the claim form on the signature line provided at the end of the Fraud Notification page of the claim form. If you do not sign the Fraud Notification page, we cannot accept your claim submission.
- 4. Sign and date the Authorization to Obtain and Disclose Health Information.
- 5. Send your signed, completed claim form with the Attending Physician's Statement, Employer Statement, if applicable, and any medical bills or documentation that you may have related to your accident or illness to:

Chubb Workplace Benefits

Claim Department PO Box 6803 Scranton, PA 18505-6803

Claims Made Easy - Helpful Tips

First page (Claimant completes)

Please include your complete name and current mailing address on the claim form as any payment and/or correspondence will be sent to the address indicated on the claim form. Indicate your policy numbers/certificate numbers on the claim form; this will help us respond quicker.



Accident: For loss due to an accidental bodily injury, please complete the Accident section of the form including a detailed description of how the accident occurred.



Critical Illness: If filing a critical illness claim, please fill in the date of diagnosis and provide a copy of the pathology report or test results confirming the diagnosis and the level of severity.



Disability: If you were disabled and have disability coverage, give the exact dates of the total and/or partial disability. If you are still disabled at the time you submit your claim form, another claim form will be sent to you for continuing disability.



Wellness: If filing for wellness/preventative/health screening benefits, please review your policy carefully to ensure the test or procedure is covered under your policy. **Do not use the attached claim form if filing for wellness or health screening benefits.** Rather use the Health and Wellness claim form which can be found at www.chubb.com/us-en/claims/chubb-workplace-benefits.aspx.

Additional: Please be sure to sign and date the Authorization to Release Information. This will prevent unnecessary delays in the event additional information is needed.

Third page (Employer completes)

If you are employed outside the home, your employer must verify your disability by completing Section F - Employer's Statement.

Fourth page (Doctor completes)

Your primary physician must complete Section G - Attending Physician's Statement in its entirety. Failure to make sure that your physician fills in all necessary information on the claim form may cause delays in the processing of your claim.

For your records, we suggest that you keep a copy of the completed claim form and any bills you submit. Note the date mailed. Mail all pages of the completed form and any enclosures to:

Chubb Workplace Benefits

Claim Department PO Box 6803 Scranton, PA 18505-6803

CHUBB



IMPORTANT INSTRUCTIONS FOR FILING A CLAIM

- 1. USE THIS CLAIM FORM FOR ACCIDENT, CRITICAL ILLNESS OR DISABILITY CLAIMS.
- 2. IF DISABILITY IS CLAIMED, PLEASE HAVE YOUR EMPLOYER COMPLETE SECTION F, THE EMPLOYER'S STATEMENT.
- 3. IF MEDICAL OR HOSPITAL BENEFITS ARE CLAIMED, ITEMIZED BILLS MUST BE ATTACHED.

SECTION A CLAIMANT STATEMENT											
FIRST NAME		LAST NAME	M.I.								
E-MAIL ADDRESS (Your e-mail address will	be updated with this information if different from	n the e-mail on file.)									
PLEASE LIST OTHER NAMES THAT YOU MA	AY USE SUCH AS MAIDEN NAME, NICKNAME, ET	TC. PRIMARY PHONE SECONDARY PHONE									
MAILING ADDRESS		<u> </u>									
CITY		STATE ZIP									
SOCIAL SECURITY # (LAST 4 DIGITS)	BIRTH DATE	HEIGHT (FT/IN) WEIGHT (LBS) MALE FEMALE									
	MM DD YYYY										
POLICY/CERTIFICATE NUMBER(S)											
EMPLOYER'S NAME											
EMPLOYER'S ADDRESS											
EWIFLOTER 3 ADDRESS											
CITY		STATE ZIP									
SECTION B	CLAII	MANT STATEMENT									
PLEASE COMPLETE ALL APPLICABLE SEC	CTIONS BELOW AND SUBMIT DOCUMENTATION	TO SUBSTANTIATE COVERED SERVICES CLAIMED UNDER YOUR POLICY.									
COMPLETE FOR AN ACCIDENT	CLAIM, THEN COMPLETE SECTION D.										
DATE OF ACCIDENT	INJURIES SUSTAINED										
M M $ D D $ $ Y Y Y Y $											
PLEASE PROVIDE AN EXACT DESCRIPTION	N OF WHERE YOU WERE WHEN ACCIDENT OCC	CURRED INCLUDING A DETAILED DESCRIPTION OF WHAT HAPPENED TO YOU.									
SECTION C	CI AII	MANT STATEMENT									
COMPLETE FOR A CRITICAL ILLNESS CLAIM, THEN COMPLETE SECTION D.											
		BY REPORT OR TEST(S) THAT CONFIRM THE DIAGNOSIS AND THE SEVERITY OF THE CONDITION.									
DATE OF DIAGNOSIS FOR CURRENT SICKI	NESS SICKNESS DIAGNOSIS IF KNOWN										
PLEASE PROVIDE ADDITIONAL DETAILS IN	ICLUDING SYMPTOMS.										

Statements made by you on this claim form must be true and complete. Please review the Fraud Warning for your state on the attached Fraud Notification pages. You must sign and date this claim form on the signature line provided on the Fraud Notifications page. If you do not sign this Fraud Notifications page, we cannot accept your claim submission.

SECTION D	SECTION D CLAIMANT STATEMENT												
COMPLETE FOR EITHER ACCIDENT, CRITICAL ILLNESS OR DISABILITY CLAIM													
FIRST ATTENDING PHYSICIAN'S NAME													
ADDRESS													
CITY		STATE ZIP											
PHONE NUMBER	FAX NUMBER	INITIAL DATE OF TREATMENT LAST DATE OF TREATMENT											
SECOND ATTENDING PHYSICIAN'S NAME													
ADDRESS													
CITY		STATE ZIP											
PHONE NUMBER	FAX NUMBER	INITIAL DATE OF TREATMENT LAST DATE OF TREATMENT											
HOSPITAL NAME													
HOSPITAL ADDRESS													
CITY		STATE ZIP											
PHONE NUMBER	FAX NUMBER	ADMISSION DATE DISCHARGE DATE											
SECTION E	CLAIMAN	NT STATEMENT											
COMPLETE FOR A DISABILITY CLAIM O	ONLY												
EMPLOYER'S CONTACT NAME		EMPLOYER'S CONTACT PHONE NUMBER EMPLOYER'S CONTACT FAX NUMBER											
YOUR OCCUPATION		MONTHLY EARNINGS											
BRIEFLY DESCRIBE YOUR OCCUPATIONAL DUTIES													
HAVE YOU FILED A CLAIM UNDER THE FOLLOWING		IF YES TO ANY OF THE PRECEDING,											
WORKERS' COMPENSATION ACT? YES NO	SOCIAL SECURITY ACT? YES NO	STATE DISABILITY BENEFITS? YES NO PLEASE SUBMIT A COPY OF THE AWARD OR DENIAL LETTER IF RECEIVED.											
IF YOU HAVE OTHER ACCIDENT-SICKNESS DISABIL	ITY INSURANCE, GIVE COMPANY NAME, AD	DDRESS, AND BENEFIT AMOUNT. (IF NONE, STATE "NONE")											
INSURANCE COMPANY NAME	, , , , , , , , , , , , , , , , , , , ,												
ADDRESS													
CITY		STATE ZIP											
BENEFIT AMOUNT													
WEEKLY \$	BI-WEEKLY \$	monthly \$ 5											
TOTAL DISABILITY:	DEODM ANN DUTIES?	PARTIAL DISABILITY:											
BETWEEN WHAT DATES WERE YOU UNABLE TO PE FROM TI	HROUGH	BETWEEN WHAT DATES WERE YOU ABLE TO PERFORM ONLY PARTIAL DUTIES? THROUGH											
		FROM THROUGH											
DATE LAST WORKED		DATE RETURNED TO WORK											
PLEASE HAVE YOUR EMPLOYER COMPLET	E AND SIGN SECTION F - EMPLOYER'	S STATEMENT FOUND ON THE NEXT PAGE.											

SECTION F		EMPLOYE	R'S STATEMENT	Γ					
IF YOU ARE EMPLOYED OUTSIDE THE HOME, Y	OUR EMPLOYER MUST VERIF	Y YOUR DISABILI	TY BY COMPLETING	SECTION C - EMP	LOYER'S STATEM	IENT.			
EMPLOYEE'S FIRST NAME			LAST NAME					M.I.	
CITY					STATE	ZIP			
PHONE NUMBER	BIRTH DAT	E		C	LAIM NUMBER (IF	AVAILABLE)			
	MM								
DATE LAST WORKED	DATE RETURNED TO WORK				Mo	ONTHLY EARNING	S		
	MM DD Y		FULL TIME	PART TIME		5 ,			
POLICY NUMBER(S)			L		L				
EMPLOYEE'S OCCUPATION			DESCRIPTION OF	OCCUPATION'S	PRIMARY DUTIES				
WORKERS' COMPENSATION CLAIM FILED FOR T	HIS DISABILITY? YES	NO PA	NO YES NO	X					
IF YES PROVIDE THE NAME, ADDRESS AND TEI	EPHONE NUMBER OF COMP	ENSATION CARRI	ER. ALSO, SEND REP	ORT OF INITIAL IN	NJURY.				
NAME									
ADDRESS									
CITY					STATE	ZIP	-		
PHONE NUMBER									
PHYSICAL JOB DEMANDS (HH = hours, MM = mi	nutes)								
				HH	M M			555 5 4 4	
SITTING PER DAY WA	LKING LITTLE IVIIIVIII	PER DAY CL	IMBING STAIRS/LADD	ERS	PER DAY	DRIVING		PER DAY	
LIFTING: LESS THAN 15LBS 15	TO 45LBS MORE TH	IAN 45LBS	STOOPING/BENDING	: NONE	SELDOM	FREQUE	NT		
TOTAL DISABILITY: BETWEEN WHAT DATES DID THE EMPLOYEE NO	T PERFORM ANY JOB DUTIES	3?	PARTIAL DISABIL BETWEEN WHAT		EMPLOYEE ONLY I	PERFORM PARTIA	L JOB DUTIES?		
FROM	THROUGH		FROM		TH	IROUGH			
			MM D						
DURING PARTIAL DISABILITY, DID/WILL EMPLOYEE RECEIVE 75% OR MORE OF HIS PRE-DISABILITY INCOME? YES NO IF NO, WHAT PERCENTAGE?%									
DESCRIPTION OF DUTIES PERFORMED (IF ON PARTIAL DISABILITY)									
EMPLOYED CONTACT NAME	Т	CONTACTIC DOCIT	TON			DATE			
EMPLOYER CONTACT NAME		CONTACT'S POSIT	ION			DATE			
			<u> </u>	<u> </u>				Y	
SIGNATURE	-		PHONE NUMBER		FAX	NUMBER			

SECTION G											ATT	ΈN	DIN	IG F	PHY	'SIC	IAI	N'S	STA	TEN	IEN	Т																
PATIENT'S FIRST	T NAME			LAST NAME										M	M.I. AGI																							
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WHEN DID SYMPTOMS FIRST APPEAR OR ACCIDENT HAPPEN? WHEN DID PATIENT FIRST CONSULT YOU FOR THIS CONDITION? IF SICKNESS, WHEN WAS CONDITION FIRST DIAGNOSED?																																						
INDICATE THE DATE AND TYPE OF DIAGNOSTIC TEST USED TO DIAGNOSE CURRENT CONDITION. IF MORE TESTS WERE PERFORMED, PLEASE INCLUDE SUPPORTING DOCUMENTATION.																																						
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	HAS PATIENT EVER HAD SAME OR SIMILAR CONDITION? YES NO																																					
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FRAUD NOTIFICATIONS

If you are a resident of or if the policy was issued in one of the following states, we are required to provide you with the following Fraud Warning Notification:

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.

ALASKA: A person who knowingly and with intent to injure, defraud, or deceive an insurance company files a claim containing false, incomplete, or misleading information may be prosecuted under state law.

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.

ARKANSAS: 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.

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.

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

DELAWARE: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, files a statement of claim containing any false, incomplete or misleading information is guilty of a felony.

DISTRICT OF COLUMBIA: 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: 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.

IDAHO: Any person who knowingly, and with intent to defraud or deceive any insurance company, files a statement of claim containing any false, incomplete, or misleading information is guilty of a felony.

INDIANA: A person who knowingly and with the intent to defraud an insurer files a statement of claim containing any false, incomplete, or misleading information commits a felony.

KENTUCKY: Any person who knowingly and with intent to defraud any insurance company or other person files a 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.

LOUISIANA: 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.

MAINE: 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 or a denial of insurance benefits.

MARYLAND: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or 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.

MINNESOTA: A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

NEW HAMPSHIRE: Any person who, with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud, as provided in RSA 638:20.

NEW JERSEY: Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

NEW MEXICO: 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 CIVIL FINES AND CRIMINAL PENALTIES.

FRAUD NOTIFICATIONS CONTINUED

OHIO: Any person who, with 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 is guilty of insurance fraud.

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.

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 thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

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 with the penalty of a fine of not less than five thousand (\$5,000) and not more than ten thousand (\$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.

RHODE ISLAND: 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.

TENNESSEE: 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.

TEXAS: 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 state prison.

VIRGINIA: 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.

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 include imprisonment, fines, and denial of insurance benefits.

WEST VIRGINIA: 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.

ALL OTHER STATES: Any person who knowingly and with intent to defraud any insurance company or other persons, files a 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, subject to criminal prosecution and/or civil penalties.

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.

By making claim to these proceeds, I declare that all the answers recorded on this statement are true and complete to the best of my knowledge and belief. I have read the applicable fraud notification statement. I also understand the Company reserves the

REQUIRED SIGNATURE OF CLAIMANT

ight to require or obtain further information	in, should it be deemed necessary.	
Κ		
CLAIMANT'S SIGNATURE	DATE	PLEASE PRINT NAME
signed on behalf of the claimant, as Attorney, Guardian or Conservator, please	e attach a copy of the document grantir	(relationship). If you are the Power of ng authority.

If your policy/certificate is paid with pre-tax dollars, benefits paid may be reported to the IRS. Contact your employer regarding reporting requirements.

You must sign and date this claim form on the signature line provided on this page. If you do not sign this claim form, we cannot accept your claim submission.



AUTHORIZATION TO OBTAIN AND DISCLOSE INFORMATION

Claim or Policy Number:		
Name:		Doctor's Name:
Address:		Hospital's Name:
Birthdate://	_	Adm / / Disch / /
information to be obtained sh consumer reporting agency, ar or condition being evaluated. I	all include information from any ny other insurance company, or further authorize CHUBB to rely	ormation for the purposes of evaluating my insurance claim. The Prescription Drug Database, all health care providers, employer, the "MIB" (Medical Information Bureau), which is relevant to my loss on this authorization for two years, or as otherwise permitted by law, y insurance claims, including assistance with return to work.
The information to be disclose	d may include but is not limited t	0:
History of Present Illness Operative Reports Daily Doctor's Notes X-Ray Reports	Consultant's Report Pathology Reports Past Medical History Blood/Toxicology	Discharge Summary Laboratory Results Previous Admissions
The information is needed for t	the following purpose(s): Evalua	tion and processing of my insurance claim
	on released by this authorization ug abuse and past medical histo	n may also include information concerning treatment of physical and ry.
any express revocation. I und present a written revocation to	erstand and I have the right to CHUBB. I understand that revoc	s consent will expire (24) months following date of signature without revoke this authorization at any time, and in order to do so, I must cation will not apply to my insurance company when the law provides tificate or evaluate my insurance application for coverage.
carries with it the potential for r	e-disclosure and the information	nt to this authorization. I understand that any disclosure of information may not be protected by the federal confidentiality rules. Treatment, oned on obtaining the individual's authorization.
X		Date:
X(Signature o	of Claimant)	Date: (Must be filled in)
X		
(Signature of Par	ent or Guardian)	(Relationship to Patient if Signed by Guardian)

A photocopy of this authorization may be treated in the same manner as an original.