



# STATEMENT OF CLAIM OUT-OF-COUNTRY EXPENSES

Please complete both sides of this form and mail to Canada Life, Attention: Out-of-Country Claims Department PO Box 6000 Winnipeg MB R3C 3A5.

When submitting your claim, be sure to attach the required provincial forms available to you by visiting [www.canadalife.com](http://www.canadalife.com) or by calling our Out-of-Country Claims Department at 1-800-957-9777.

Completion of **these** forms will allow us to pay eligible claims and coordinate payment directly with your provincial health plan or with any other insurance carriers.

## GENERAL INFORMATION

Name of Employee \_\_\_\_\_

Complete Mailing Address \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

Employer \_\_\_\_\_ Plan Number \_\_\_\_\_ I.D. Number \_\_\_\_\_

I authorize the release of any information or record(s) requested in respect of this claim to Canada Life or its agents and certify that the information given herein is true, correct, and complete to the best of my knowledge.

Employee's Signature \_\_\_\_\_ Date \_\_\_\_\_

At Canada Life, we recognize and respect the importance of privacy. Personal information that we collect will be used for the purposes of assessing your claim and administering the group benefits plan. For a copy of our Privacy Guidelines, or if you have questions about our personal information policies and practices (including with respect to service providers), write to Canada Life's Chief Compliance Officer or refer to [www.canadalife.com](http://www.canadalife.com).

I authorize Canada Life, any healthcare provider, my plan administrator, other insurance or reinsurance companies, administrators of government benefits or other benefits programs, other organizations, or service providers working with Canada Life, located within or outside Canada, to exchange personal information when necessary for these purposes. I understand that personal information may be subject to disclosure to those authorized under applicable law within or outside Canada. I certify that the information given is true, correct, and complete to the best of my knowledge. I also consent to the use of my personal information for Canada Life and its affiliates' internal data management and analytics purposes.

## PATIENT INFORMATION

Name of Patient \_\_\_\_\_ Birthdate \_\_\_\_\_

Relationship to Employee \_\_\_\_\_ Purpose for Travelling \_\_\_\_\_

Date of Departure \_\_\_\_\_ Scheduled Return Date \_\_\_\_\_

Actual Return Date \_\_\_\_\_ Country Visited \_\_\_\_\_ Currency Used \_\_\_\_\_

Please provide a brief description of the illness/injury which required treatment outside Canada:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of initial onset of symptoms \_\_\_\_\_ 1st date you received medical attention for these symptoms \_\_\_\_\_

Prior to leaving Canada, was the patient aware of, or receiving treatment for this condition?  Yes  No

If yes, what was the last treatment date in Canada? \_\_\_\_\_

I authorize Canada Life to make payment directly to the providers of the service.

Employee's Signature \_\_\_\_\_



**STATEMENT OF EXPENSES**

Total number of invoices/bills included with this claim \_\_\_\_\_

Please itemize the expenses below. Attach a separate page if additional space is needed.

DATE	PROVIDER	AMOUNT
<b>TOTAL DOLLAR VALUE OF BILLS SUBMITTED</b>		<b>\$ 0.00</b>

**STATEMENT OF PROVINCIAL HEALTHCARE COVERAGE**

- 1. Is the patient covered under their provincial healthcare plan?  YES  NO
- 2. Please ensure you complete the provincial authorization form(s) available at [www.canadalife.com](http://www.canadalife.com).

**STATEMENT OF OTHER INSURANCE**

- 1. Are you or any member of your family, entitled to insurance under any other plan for the expenses being claimed?  YES  NO
- 2. Who does the other insurance belong to?  Self  Spouse  Child  
 First Name \_\_\_\_\_ Last Name \_\_\_\_\_
- 3. If the patient is a dependent child, please provide spouse's date of birth. (Day/Month) \_\_\_\_\_
- 4. Is the other insurance also with Canada Life?  YES  NO  
 If yes, please provide Canada Life Plan Number \_\_\_\_\_ ID Number \_\_\_\_\_

Have you sent a claim and/or otherwise contacted the other carrier about this claim?  YES  NO

Please sign the following statement if you have other insurance. This allows us to coordinate the payment of your claim with other insurance carriers. This statement must be signed before any benefits can be paid.

I \_\_\_\_\_ *(signature)* hereby authorize Canada Life and its agents to coordinate the payment of benefits with any other insurance carriers which may also have a liability for this claim. I hereby irrevocably direct Canada Life to make payments, receive payments, and negotiate settlements with providers and other carriers on the patient's behalf.

I further authorize Canada Life to release and/or receive medical information from providers and other carriers to facilitate the payment and coordination of this claim.