

Claim # \_\_\_\_\_



## Claim Questionnaire

This form can be completed online at [www.WellSpanPopHealth.com](http://www.WellSpanPopHealth.com) OR you can submit this form to our Customer Service Department: at PO Box 2347, York, PA 17405 OR via fax to (717) 755-7190.

Questions: Call us at • (717) 851-6800 or (800) 842-1768.

### **Please fill out the sections that pertain to the claim that is in question.**

#### **A. SUBSCRIBER INFORMATION (Please print clearly.)**

Subscriber (employee) name \_\_\_\_\_ Family ID # \_\_\_\_\_

Subscriber's Employer \_\_\_\_\_ Subscriber Phone number \_\_\_\_\_

#### **B. Patient Information**

Patient Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

#### **C. General Information**

Date of Accident or Onset of Condition \_\_\_\_\_

What body part or condition is being treated? \_\_\_\_\_

Was the condition related to any of the following:

- A work accident or illness    An automobile accident    A motorcycle accident    Other vehicle accident  
 School related accident    An injury caused by another party    An accident at someone else's home  
 Accident at a business establishment, other than the employer's    Not an accident  
 Other (explain): \_\_\_\_\_

Briefly describe the accident/incident or the onset of the condition, including the location/address:

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

#### **D. Complete If You Checked Work Accident or Illness (Must provide denial from workman's compensation.)**

Name and address of patient's employer at the time of accident \_\_\_\_\_

Has a Workman's Compensation claim been filed? Yes \_\_\_ No \_\_\_ Original date of accident/illness / /

Name, Address, Phone Number of the patient's attorney, if applicable: \_\_\_\_\_

#### **E. Complete If You Checked Automobile/Motorcycle/Other Vehicle Accident (Must provide exhaustion letter and payout sheet from insurance company for consideration under this Plan.)**

The patient was a:  Driver    Passenger    Pedestrian    Other (explain): \_\_\_\_\_

The vehicle was a:  Automobile    Motorcycle    ATV    Other (explain): \_\_\_\_\_

Did another person cause the accident?  Yes    No

If yes, provide the name and address of the person who caused the accident: \_\_\_\_\_

Insurance name, address and policy number of the at-fault person: \_\_\_\_\_

Does the patient have vehicle insurance?  Yes    No

If yes, provide the insurance name, address and policy number: \_\_\_\_\_

Does the patient's vehicle insurance include medical coverage?  Yes    No

List any other members on this Plan that were involved in the accident: \_\_\_\_\_

Name, address and telephone number of the patient's attorney, if applicable: \_\_\_\_\_

\_\_\_\_\_

A copy of the police report must be included with this form. If there is no police report, please provide the reason why: \_\_\_\_\_

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**F. Complete If You Checked Any Other Kind of Accident** (If police report filed, supply a copy.)

Did the accident occur on someone else's property?  Yes  No  Other (explain): \_\_\_\_\_

Was the accident the fault of another person or a business?  Yes  No

If yes, please explain: \_\_\_\_\_

Have you filed an insurance claim with the at-fault party or do you anticipate filing a claim?  Yes  No

If yes, please provide the name and address of the at-fault party: \_\_\_\_\_

Name, address and policy number of the at-fault party's insurance carrier: \_\_\_\_\_

List any other members on this Plan that were involved in the accident: \_\_\_\_\_

Name, address and telephone number of the patient's attorney, if applicable: \_\_\_\_\_

\_\_\_\_\_

**G. SUBSCRIBER SIGNATURE**

I understand that if I, or any of my covered dependents, have been in an accident or injured by another party, or have a work-related accident or illness, the benefits of my Plan will be available subject to its terms, conditions and exclusions and I hereby authorize any party or insurer to reimburse my group health plan for any benefit payments made on my or my dependent's behalf. I also understand that my Plan contains a Third Party Reimbursement/Subrogation provision and I agree to cooperate with the Plan with any efforts to recover benefits from the responsible party.

I certify that the above information is correct and understand that I am obligated to provide this information according to the provisions of the Plan. Failure to provide complete and accurate information will result in a delay in the processing of benefits.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_

**Caution: Any person who knowingly and with intent to defraud any health plan, insurance company or other person: (1) files a claim for benefits containing materially false information; or (2) conceals for the purpose of misleading, information concerning any material fact thereto, commits a fraudulent act and may be subject to criminal and civil penalties.**