

WE'RE HERE TO HELP! Please note the following important information regarding filing a claim with Assurant.

- It is important that you complete all required sections and include documentation to avoid delays in processing your claim.
- If required, use a separate sheet of paper to include the name and account numbers of multiple accounts also covered by Assurant.
- You are responsible for continuing to make your regular scheduled payments until a decision is made by us on any claim submitted under the Certificate.

Complete sections for your claim type as identified below:

Review the checklist to make sure that you have provided all required documentation and have completed, signed and obtained signatures for all required sections in full.

1

- Complete and sign Section 1.
- Have your family physician complete Section 2.

2

WHEN TO RETURN FORMS AND SUPPORTING DOCUMENTATION

The Continuing Claim Form must be completed by your family physician if your loss will continue beyond the last payment date.

3

SEND US THE COMPLETED FORMS AND ALL SUPPORTING DOCUMENTATION

Mail:

Assurant, Financial Claims,
P.O. Box 7000 Kingston, ON K7L 5V3

Fax:

1-800-645-9405

Online:

cardbenefits.assurant.com

We recommend that you retain copies of all documentation submitted to us for review.

Once your claim has been submitted, please allow 15 business days for processing. All benefit payments are paid directly to your creditor, and will be shown on your monthly billing statement.

WE'RE HERE TO HELP!

Call us if you have a question about submitting a claim.

Call toll-free: 1-800-361-5344 or Fax: 1-800-645-9405



SECTION 1

PLEASE PRINT

CLAIMANT'S INFORMATION

MUST BE COMPLETED IN FULL

CLAIMANT'S NAME		CLAIM NUMBER		ACCOUNT NUMBER	
ADDRESS <input type="checkbox"/> CHECK HERE IF ADDRESS HAS CHANGED					
STREET		CITY		PROVINCE	POSTAL CODE
CREDITOR NAME					
PREFERRED METHOD OF COMMUNICATION		EMAIL ADDRESS (IF AVAILABLE)			
<input type="checkbox"/> MAIL <input type="checkbox"/> EMAIL					
DESCRIBE YOUR CURRENT ACTIVITIES OR ANY CHANGES IN YOUR CONDITION					
HAVE YOU RETURNED TO WORK?		IF YES, WHAT DATE	# OF HOURS/WEEK	ARE YOU RECEIVING WCB OR OTHER DISABILITY BENEFITS?	
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> FULL-TIME <input type="checkbox"/> PART-TIME		MM DD YYYY		<input type="checkbox"/> WCB <input type="checkbox"/> NO <input type="checkbox"/> OTHER, SPECIFY: _____	
ARE YOU RECEIVING CPP / QPP?		IF YES, PLEASE PROVIDE US WITH A COPY OF YOUR ACCEPTANCE LETTER OR VERIFICATION THAT YOU ARE RECEIVING CPP / QPP.			
<input type="checkbox"/> YES <input type="checkbox"/> NO					
<p>I certify that the information given here is true and correct. I AUTHORIZE any employer, physician, hospital, insurer, law enforcement agency, fire department or other organization, or person having any records, data or information concerning this claim to furnish such records, data or information to ASSURANT or its authorized representative as requested. I understand that in executing this authorization, I waive the right for such information to be privileged.</p> <p>A photocopy of this authorization shall be considered as effective and valid as the original.</p> <p>This authorization shall remain valid for the duration of the claim.</p> <p><input type="checkbox"/> By checking this box, I acknowledge that the above statement is true as of _____</p>					
CLAIMANT'S SIGNATURE		TELEPHONE NUMBER		DATE	
		()		MM DD YYYY	

PHYSICIAN'S STATEMENT

TO BE FURNISHED WITHOUT EXPENSE TO THE INSURANCE COMPANY

PATIENT'S FULL NAME																			
LAST NAME										FIRST NAME, MIDDLE INITIAL						AGE			
PATIENT'S ADDRESS																			
STREET, APT#										CITY				PROVINCE		POSTAL CODE			
OBJECTIVE DIAGNOSIS / FINDINGS												DIAGNOSTICS CODE(S) <input type="checkbox"/> ICD-9 _____ <input type="checkbox"/> CPT _____ <input type="checkbox"/> DSM III _____							
DATES OF TREATMENT FOR THE LAST 6 MONTHS																			
1	MM	DD	YYYY	2	MM	DD	YYYY	3	MM	DD	YYYY	4	MM	DD	YYYY	5	MM	DD	YYYY
6	MM	DD	YYYY	7	MM	DD	YYYY	8	MM	DD	YYYY	9	MM	DD	YYYY	10	MM	DD	YYYY
DATE OF NEXT VISIT MM DD YYYY			FREQUENCY OF VISITS <input type="checkbox"/> WEEKLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> OTHER _____									DID PATIENT HAVE SURGERY SINCE LAST REPORT? <input type="checkbox"/> YES <input type="checkbox"/> NO							
IF SO, DESCRIBE SURGERY												SURGERY DATE MM DD YYYY							
IS PATIENT STILL UNDER YOUR CARE FOR THIS CONDITION? <input type="checkbox"/> YES <input type="checkbox"/> NO			IF YES, ESTIMATE THE DATE THE PATIENT CAN RETURN TO WORK MM DD YYYY						IF NO, DATE PATIENT WAS RELEASED FROM YOUR CARE MM DD YYYY										
LIST PATIENT'S FULL LIMITATIONS																			
PROGNOSIS												HAS PATIENT PROGRESSED? <input type="checkbox"/> YES <input type="checkbox"/> NO							
GIVE EXACT DATES OF INABILITY TO WORK				FROM MM DD YYYY			TO MM DD YYYY			<input type="checkbox"/> HIS/HER OCCUPATION <input type="checkbox"/> ANY OCCUPATION									
GIVE DATES OF PARTIAL INABILITY TO WORK (ABLE TO PERFORM SOME DUTIES)				FROM MM DD YYYY			TO MM DD YYYY			<input type="checkbox"/> HIS/HER OCCUPATION <input type="checkbox"/> ANY OCCUPATION				# OF HOURS / WEEK					
IN YOUR EXPERT OPINION, HOW WOULD YOU QUALIFY THIS PATIENT?			<input type="checkbox"/> PERMANENTLY DISABLED <input type="checkbox"/> TEMPORARILY DISABLED <input type="checkbox"/> NON-DISABLED			IF TEMPORARILY DISABLED, HOW MUCH LONGER DO YOU EXPECT THE PATIENT TO BE DISABLED?			<input type="checkbox"/> 1 MONTH <input type="checkbox"/> 2 MONTHS <input type="checkbox"/> 3 MONTHS <input type="checkbox"/> OTHER: <input type="checkbox"/> 4 MONTHS <input type="checkbox"/> 5 MONTHS <input type="checkbox"/> 6 MONTHS _____										
I HEREBY CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE																			
PHYSICIAN'S NAME (PLEASE PRINT)										PHYSICIAN'S ADDRESS STAMP									
ADDRESS																			
MEDICAL ID #																			
TELEPHONE NUMBER																			
FAX NUMBER																			
PHYSICIAN'S SIGNATURE										DATE MM DD YYYY									

FORM MUST BE SIGNED OR STAMPED BY DOCTOR'S OFFICE