# PROOF OF LOSS - ACCIDENTAL DISMEMBERMENT/PARALYSIS CLAIM FORM

AIG US Insurance Claims
AIG WorldSource HFC
P.O. Box 5700
Alpharetta, GA 30023-5700
Phone: 888-969-6753
Fax: 866-839-4158
wsdallasclaimsreporting@aig.com

**NAME OF GROUP:**

**POLICY NUMBER:**

## GROUP POLICYHOLDER/EMPLOYER INSTRUCTIONS

In order to assure prompt processing of this claim, please forward the claim form to the Claimant. The Employer/Administrator must complete PART A in its entirety. Due to recent changes in tax laws, the Claimant will be required to complete PART B. Be certain that PARTS C and D on the reverse side are completed in full and signed by the Claimant and Attending Physician, respectively. The Claimant is responsible for the completion of the Attending Physician's Statement without expense to the Company.

Return this form to the above address.

In addition to the claim form, the following items are required:
(1) Your company's enrollment benefits form;
(2) Confirmation of employee's principal sum and current premium payment;
(3) Information on other insurance;
(4) If Business Travel, a copy of employee's itinerary prior to the accident, purpose of the trip, destination to and from trip, and confirmation that trip was authorized by the company.
(5) Please provide company name, address, phone number, and policy number.

Every question must be fully answered. We reserve the right to require or to obtain further information should it be deemed necessary.

## PART A: GROUP POLICYHOLDER/EMPLOYER INFORMATION

GROUP POLICYHOLDER/EMPLOYER ADDRESS
101 COLUMBIA ROAD, MORRISTOWN NJ 07962

| DIVISION NAME AND ADDRESS | DATE EMPLOYED |
|---|---|
| EMPLOYEE/MEMBER NAME AND ADDRESS | DATE OF ACCIDENT |

| EFFECTIVE DATE OF COVERAGE JANUARY 1, 2014 | EMPLOYEE SOCIAL SECURITY NUMBER, OR EMPLOYEE IDENTIFIER NUMBER | DATE OF BIRTH | EMPLOYEE/MEMBER OCCUPATION |
|---|---|---|---|
| TERMINATION DATE OF COVERAGE JANUARY 1, 2015 | INSURANCE CLASS | SALARY ON DATE LAST WORKED (HRLY/WKLY/MTHLY/ANNLY) | DATE PREMIUM PAID TO |

| ACCIDENTAL DEATH BENEFIT IN FORCE $ | DATE OF LAST BENEFIT INCREASE | IS EMPLOYEE/MEMBER RECEIVING W.C. BENEFITS? ☐ YES ☐ NO | IS EMPLOYEE/MEMBER RECEIVING ANY OTHER INSURANCE? ☐ YES ☐ NO |
|---|---|---|---|

| IF EITHER ANSWER IS YES, INDICATE NAME OF COMPANY: | ADDRESS OF COMPANY |
|---|---|

| POLICY NUMBER | PHONE NUMBER | TYPE OF BENEFIT, BENEFIT AMOUNT, EFFECTIVE DATE |
|---|---|---|

STATUS OF EMPLOYEE/MEMBER ON DATE LAST WORKED

☐ ACTIVE ☐ RETIRED ☐ PREMIUM WAIVER FOR DISABILITY ☐ APPROVED LEAVE OF ABSENCE (EXPLAIN) ☐ OTHER

| DATE EMPLOYEE/MEMBER LAST WORKED | REASON EMPLOYEE/MEMBER DID NOT RETURN TO WORK |
|---|---|

EMPLOYEE/MEMBER WAS: ☐ HOURLY ☐ SALARIED ☐ COMMISSIONED ☐ OTHER (EXPLAIN)

### If Claim is For Dependent, Provide the Following:

| DEPENDENT'S NAME AND ADDRESS | SOCIAL SECURITY NUMBER | RELATIONSHIP | AMOUNT OF BENEFIT |
|---|---|---|---|

| DEPENDENT'S OCCUPATION | DEPENDENT'S DATE OF BIRTH | NAME AND ADDRESS OF EMPLOYER |
|---|---|---|

## GROUP POLICYHOLDER/EMPLOYER SIGNATURE

**I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.**

| DATE SIGNED | PLACE (CITY, STATE) | PHONE NUMBER |
|---|---|---|

| GROUP POLICYHOLDER/EMPLOYER | BY (THEIR AUTHORIZED REPRESENTATIVE) |
|---|---|

## PART B: IMPORTANT TAX INFORMATION

**To Be Completed by Claimant**

Social Security Number/
Tax ID Number

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |

**Please Print or Type Name of Claimant**

Under penalties of perjury, I certify: (1) that the Social Security/Tax ID Number shown above is my correct Social Security or Taxpayer Identification Number.

**Be Certain Part C on the Reverse Side is Completed**

## PART C: CLAIMANT INFORMATION

HOW DID ACCIDENT HAPPEN? (DESCRIBE FULLY) DESCRIBE INJURIES RECEIVED.

LIST ALL PHYSICIANS AND SURGEONS WHO ATTENDED EMPLOYEE/MEMBER FOR THESE INJURIES

| NAME | ADDRESS | PHONE NUMBER |
|---|---|---|
| NAME | ADDRESS | PHONE NUMBER |

LIST ALL WITNESSES TO ACCIDENT

| NAME | ADDRESS | PHONE NUMBER |
|---|---|---|
| NAME | ADDRESS | PHONE NUMBER |

**I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF**

## AUTHORIZATION

I, the undersigned authorize any hospital or other medical-care institution, physician or other medical professional, pharmacy, insurance support organization, governmental agency, group policyholder, insurance company, association, employer or benefit plan administrator to furnish to the Insurance Company named above or its representatives, any and all information with respect to any injury or sickness suffered by, the medical history of, or any consultation, prescription or treatment provided to, the person whose death, injury, sickness or loss is the basis of claim and copies of all of that person's hospital or medical records, including information relating to mental illness and use of drugs and alcohol, to determine eligibility for benefit payments under the Policy Number identified above. I authorize the group policyholder, employer or benefit plan administrator to provide the Insurance Company named above with financial and employment-related information. I understand that this authorization is valid for the term of coverage of the Policy identified above and that a copy of this authorization shall be considered as valid as the original. I understand that I or my authorized representative may request a copy of this authorization.

| SIGNATURE OF CLAIMANT OR AUTHORIZED REPRESENTATIVE | DATE SIGNED (MONTH, DAY, YEAR) | |
|---|---|---|
| ADDRESS OF CLAIMANT, OR AUTHORIZED REPRESENTATIVE(NO., STREET, CITY, STATE) | BUSINESS PHONE NUMBER ( ) | HOME PHONE NUMBER ( ) |

## PART D: ATTENDING PHYSICIAN'S STATEMENT

**THE CLAIMANT IS RESPONSIBLE FOR THE COMPLETION OF THIS STATEMENT WITHOUT EXPENSE TO THE COMPANY.**

| NAME OF PATIENT | AGE | ADDRESS (STREET, CITY, STATE) |
|---|---|---|

NATURE OF INJURY (DESCRIBE COMPLICATIONS, IF ANY)

| WHEN DID ACCIDENT HAPPEN? (MO., DAY, YEAR) | WHEN DID PATIENT FIRST CONSULT YOU FOR THIS CONDITION? (MO., DAY, YEAR) |
|---|---|

DID THE ACCIDENTAL INJURY RESULT IN:

| | | | | | |
|---|---|---|---|---|---|
| LOSS OF HANDS? ☐ RIGHT ☐ LEFT | WAS SEVERANCE AT OR ABOVE WRIST JOINT? | ☐ YES ☐ NO | DATE OF SEVERANCE | EXTANT OF SEVERANCE | |
| LOSS OF THUMB AND INDEX FINGER OF SAME HAND? ☐ RIGHT ☐ LEFT | WAS SEVERANCE THROUGH OR ABOVE METACARPOPHALANGEAL JOINT? | ☐ YES ☐ NO | DATE OF SEVERANCE | EXTANT OF SEVERANCE | |
| LOSS OF FEET? ☐ RIGHT ☐ LEFT | WAS SEVERANCE AT OR ABOVE ANKLE JOINT? | ☐ YES ☐ NO | DATE OF SEVERANCE | EXTANT OF SEVERANCE | |

TOTAL AND IRRECOVERABLE RIGHT EYE ☐ YES ☐ NO DATE OF LOSS _____ WAS EYE REMOVED? ☐ YES ☐ NO DATE REMOVED_____

LOSS OF SIGHT OF: LEFT EYE ☐ YES ☐ NO | DATE OF LOSS | WAS EYE REMOVED? ☐ YES ☐ NO | DATE REMOVED

TOTAL AND IRRECOVERABLE LOSS OF HEARING IN BOTH EARS? ☐ YES ☐ NO DATE OF LOSS

☐ PARALYSIS ☐ QUADRIPLEGIA ☐ PARAPLEGIA ☐ HEMIPLEGIA

IN YOUR OPINION, WAS ANY DISEASE, INFECTION, BODILY OR MENTAL INFIRMITY AN UNDERLYING CAUSE IN THE LOSS(ES) INDICATED ABOVE?

IN YOUR OPINION, DID THE LOSS(ES) RESULT FROM ANY SELF-INFLICTED INJURY OR ATTEMPTED SELF-DESTRUCTION? ☐ YES ☐ NO

IF THE INDICATED LOSS(ES) INCLUDE LOSS OF SIGHT, PLEASE ANSWER THE FOLLOWING QUESTIONS:
IF THE LOSS OF SIGHT IS PARTIAL, BUT IRRECOVERABLE, PLEASE STATE AMOUNT OF VISION IN EACH EYE WITH SNELLEN NOTATIONS, OR JAEGER SCALE, IF PERTINENT.

| UNCORRECTED | | CORRECTED | | DATE OF EXAMINATION |
|---|---|---|---|---|
| O.D. | O.S. | O.D. | O.S. | |

DO YOU BELIEVE VISION CAN BE RESTORED IN WHOLE OR IN PART BY TREATMENT OR OPERATION? ☐ YES ☐ NO

IF AN OPERATION IS CONTEMPLATED, GIVE APPROXIMATE DATE.

WAS PATIENT CONFINED TO A HOSPITAL? ☐ YES ☐ NO IF "YES," GIVE NAME AND ADDRESS OF HOSPITAL.

**TREATMENT**

| DATE OF FIRST VISIT | DATES OF SUBSEQUENT VISITS | | | |
|---|---|---|---|---|
| | | | | |

| SIGNATURE OF ATTENDING PHYSICIAN | PHYSICIAN'S NAME (PLEASE PRINT) | DEGREE | TELEPHONE ( ) | DATE |
|---|---|---|---|---|
| STREET ADDRESS | CITY OR TOWN | | STATE OR PROVINCE | ZIP CODE |

IS PATIENT STILL UNDER YOUR CARE FOR THIS CONDITION? ☐ YES ☐ NO

IF DISCHARGED, GIVE DATE OF DISCHARGE: