

# Health Claim Form



Please submit to  
Meritain Health using the  
address located on your ID Card

**IMPORTANT:** Please have your doctor or supplier of medical services complete the reverse of this form or attach a fully itemized bill. A diagnosis must be shown on bill. Do not submit this form if injury occurred on the job. Please contact the Workers' Compensation Carrier/Administrator for proper instructions regarding a work related claim.

**Please note: Direct member reimbursements processing may take up to 30 days.**

<b>Section 1. EMPLOYEE INFORMATION</b>					
Name (last, first, initial)			Sex	Employer Name <b>CITY OF GRAND RAPIDS</b>	
Home Address			Identification Number	Birthdate	Group Number <b>15364</b>
City	State	Zip Code	Work Telephone (    )		Home Telephone (    )
<b>Section 2. PATIENT INFORMATION</b>					
<b>The patient is:</b>	<input type="checkbox"/> <b>The employee</b> (Go to section 3)	<input type="checkbox"/> <b>Employee's Spouse</b> (Complete spouse information)	<input type="checkbox"/> <b>Employee's Child</b> (Complete spouse and child information)		
Spouse's Name (last, first, initial)		Sex	Child's Name (first, last, initial)		Sex
Spouse's Birthdate	Spouse's Social Security Number		Child's Birthdate	Child's Social Security Number	
Spouse's Employer					
Spouse's Employer's Address					
<b>Section 3. OTHER COVERAGE</b>					
<input type="checkbox"/> <b>Yes</b> (then complete) <input type="checkbox"/> <b>No</b> (go to section 4)			<b>Name of Policy Holder:</b>		
Name of Other Health Insurance Carrier or Plan		Address		City	State    Zip Code
Other Insurance Carrier's or Plan's Telephone #		Type of Coverage <input type="checkbox"/> <b>Group</b> <input type="checkbox"/> <b>Individual</b>		Group Number	Contract or Policy Number
Spouse's Employer					
Spouse's Employer's Address					
<b>Section 4. ABOUT THIS CLAIM</b>					
<input type="checkbox"/> <b>Injury</b> <input type="checkbox"/> <b>Illness</b>		<b>Describe injury, when and how it happened or nature of illness:</b>			
Date and time of accident:					
<b>Was this injury the result of an accident?</b> <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>					
<b>If auto insurance was involved, please provide:</b>			Policy #	Name of insurance company	Address (city, state, zip)
<b>Was this a work-related injury?</b> <input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>			<b>If injury is work-related, please contact the Workers' Compensation Carrier/Administrator for proper instructions regarding this claim.</b>		
<b>EMPLOYEE'S (or adult dependent's) SIGNATURE REQUIRED</b>					
The statements above are true and correct to the best of my knowledge. I authorize any provider of services to furnish any information requested to the Benefit Administrator. I also authorize the Benefit Administrator to release or obtain from any organization or person information that may be necessary to determine benefits payable under the Benefit Plan. A photo-static copy of this authorization shall be considered as effective and valid as the original. For any payment that exceeds the amounts payable under the Benefit Plan, I agree to reimburse the plan in a lump sum payment or by an automatic reduction in the amount of future benefits that would otherwise be payable.					
<b>Signature:</b>				<b>Date:</b>	
<b>ASSIGNMENT OF BENEFITS (complete this section if provider is to be paid directly)</b>					
<b>I authorize payment of benefits to the doctor or supplier of services listed here.</b>					
Provider to be paid			Employee's Signature		
Provider's tax ID number or Social Security Number			Date		



# MERITAIN<sup>SM</sup> HEALTH

An Aetna Company

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<b>A</b>	Patient Name (last, first, initial)	Birthdate																																					
<b>B</b>	Address																																						
<b>C</b>	Is this condition the result of an injury arising from patient's employment? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, please contact the Worker's Compensation Carrier/Administrator for proper instruction regarding this claim.</i>																																						
<b>D</b>	Pregnancy? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, expected date of delivery																																					
<b>E</b>	If illness, date of first treatment	If treating injury, date of injury																																					
<b>F</b>	Name of referring physician	Referring physician's address																																					
<b>G</b>	Name and facility where services were rendered (if other than home or office)																																						
<b>H</b>	Was laboratory work performed outside your office? <input type="checkbox"/> Yes <input type="checkbox"/> No																																						
<b>I</b>	For service related to hospitalization, give dates: <input type="checkbox"/> Admitted <span style="margin-left: 150px;"><input type="checkbox"/> Discharged</span>																																						
<b>J</b>	Diagnosis and current conditions (if diagnosis other than ICD-9* used, give name):  1.  2.  3.  4.																																						
<b>K</b>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:15%;">Dates of Service From            To</th> <th style="width:10%;">Places of Services**</th> <th style="width:15%;">Procedure Code (If other than CPT*** code used, give name)</th> <th style="width:40%;">Description of surgical or medical services rendered</th> <th style="width:10%;">Diagnosis Code</th> <th style="width:10%;">Charges</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> <p><small>*ICD-9 * International Classification of Disease                      **Abbreviations: 11-Physician's Office            12-Inpatient Hospital            23- Emergency Room *** CPT Current Procedural Terminology (current edition)                      12-Patient's Home            22-Outpatient Hospital            81-Independent Laboratory</small></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">Date</td> <td style="width:40%;">Physician's Name (print)</td> <td style="width:20%;">Degree</td> <td rowspan="2" style="width:25%; text-align:center;"><b>Provider's Tax ID Number or Social Security Number:</b>  Must be furnished under authority of law</td> </tr> <tr> <td colspan="2">Physician's Signature</td> <td>Telephone  (     )</td> </tr> </table>		Dates of Service From            To	Places of Services**	Procedure Code (If other than CPT*** code used, give name)	Description of surgical or medical services rendered	Diagnosis Code	Charges																									Date	Physician's Name (print)	Degree	<b>Provider's Tax ID Number or Social Security Number:</b>  Must be furnished under authority of law	Physician's Signature		Telephone  (     )
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