

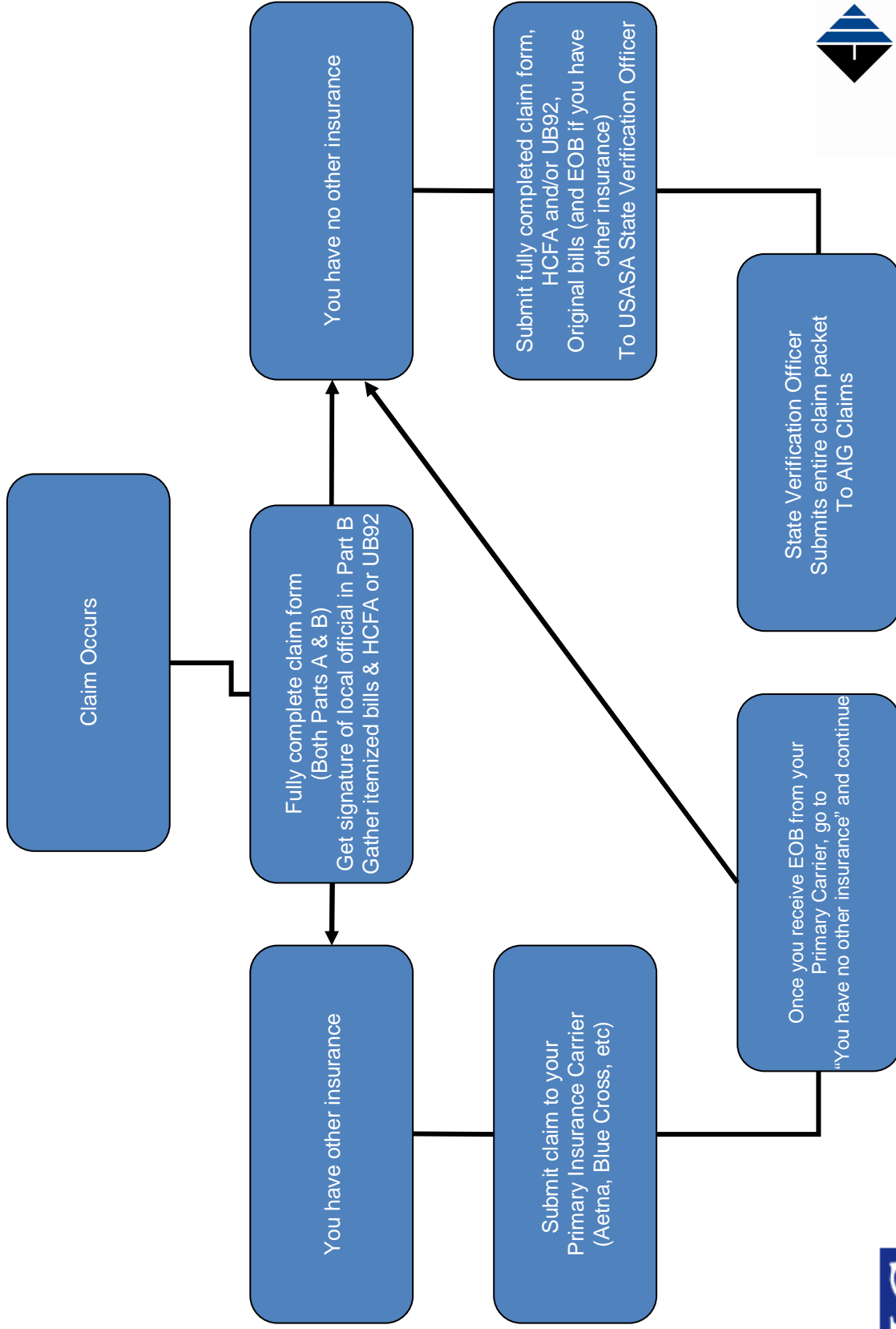


CLAIMS FILING INSTRUCTIONS FOR USASA ACCIDENT POLICIES

Effective 9/1/2008



Claim Filing Process Overview





Step By Step Instructions

(Continued)



2) Part A must be fully completed and signed by the participant or his/her legal guardian.

PART A - This section MUST be completed, dated and signed by the Injured Person - or by his/her Parent or Guardian if the Injured Person is under the age of 18 or otherwise dependent.

1. Name of Injured Person (insured): <i>First/Middle/Last</i>	1a. Date of Accident: <i>Mo/Day/Year</i>
2. Complete Mailing Address: <i>Street/City/State/Zip</i>	
3. Area Code/Home Ph#:	3a. Area Code/Work Ph#:
4. Social Security #:	5. Date of Birth: <i>Mo/Day/Year</i>
6. <input type="checkbox"/> Male <input type="checkbox"/> Female	6a. <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Full-time Student
7. Are you currently enrolled in any health insurance and/or soccer accident plan? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, all bills must be submitted to them first for consideration. If no, see lines 7a and 7b.	
Company Name: _____ Group Name: _____ Policy Number: _____	
Company Name: _____ Group Name: _____ Policy Number: _____	
7a. If you are not enrolled in any health insurance plan, we require written verification from your employer and your spouse's employer (if applicable), or Bursar's office if you are a full-time college student.	
7b. If you are self-employed or unemployed and not covered under any health insurance plan, please sign below.	
Signature of Player: _____	



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Step By Step Instructions

(Continued)



3) Part B must be fully completed, signed and dated by a local team/USASA organization official.

PART B - This section MUST be completed then signed by an official of your local organization.

1. Team name:	
2. League name:	
3. State:	3. a. Region:
4. Injury occurred at: Event Practice Travel Game	
4.a. Name of event:	
4.b. Injury occurred on: Indoor Field Outdoor Field	
5. Describe how accident occurred:	
6. Type of injury:	
7. Name and Phone Number of coach, manager or referee present at the time of the accident:	
8. Signature of local official:	Title:



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Step By Step Instructions (Continued)



<input type="checkbox"/>	ABC Hospital & Clinic	Patient: John Valdez	Date: 05/06/03
<input type="checkbox"/>		Condition: Leg Injured Playing Soccer	
<input type="checkbox"/>		05/06/03 54555 MED HISTORY & PHYSICAL EXAM	83.00
<input type="checkbox"/>		05/06/03 77767 XRAY LEG PA AND LAT	91.00
<input type="checkbox"/>		05/07/03 32333 CBC WITH 5-PART WBC	35.50
<input type="checkbox"/>		05/07/03 44434 PROTEIN TOTAL, SERUM	24.00
<input type="checkbox"/>		Total Charges	233.50
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			

4) **Submit** itemized insurance billing forms.* These forms are available from your health care provider and include the patient's name, condition (diagnosis), type of treatment and date the expense(s) was/were incurred.

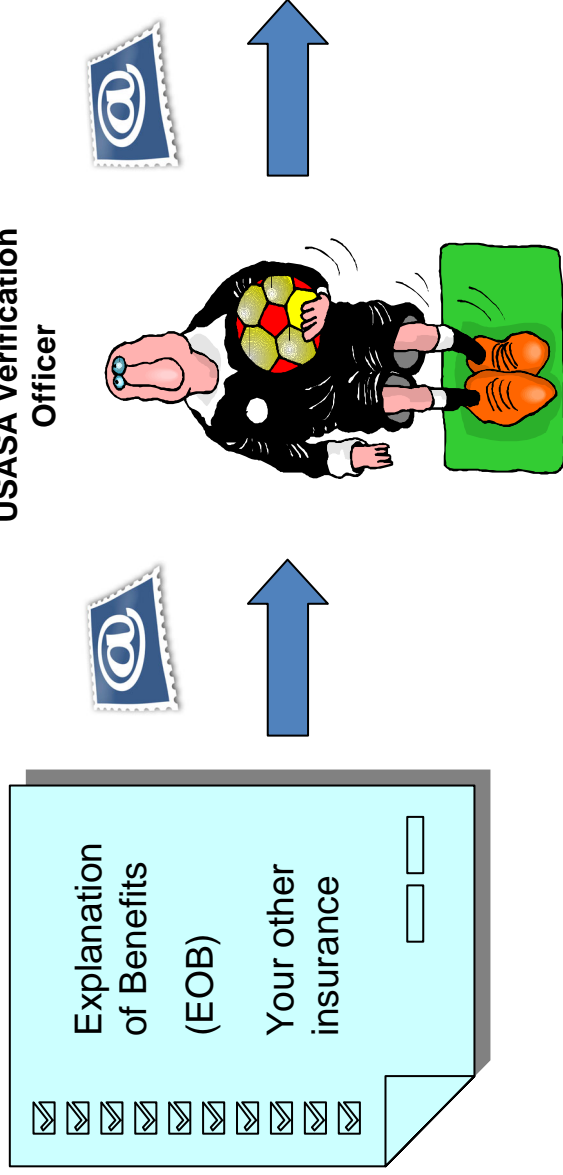
“**Balance due**” statements are not acceptable.

**HCFA 1500 form for physicians, UB92 form for facilities (i.e, hospitals).*



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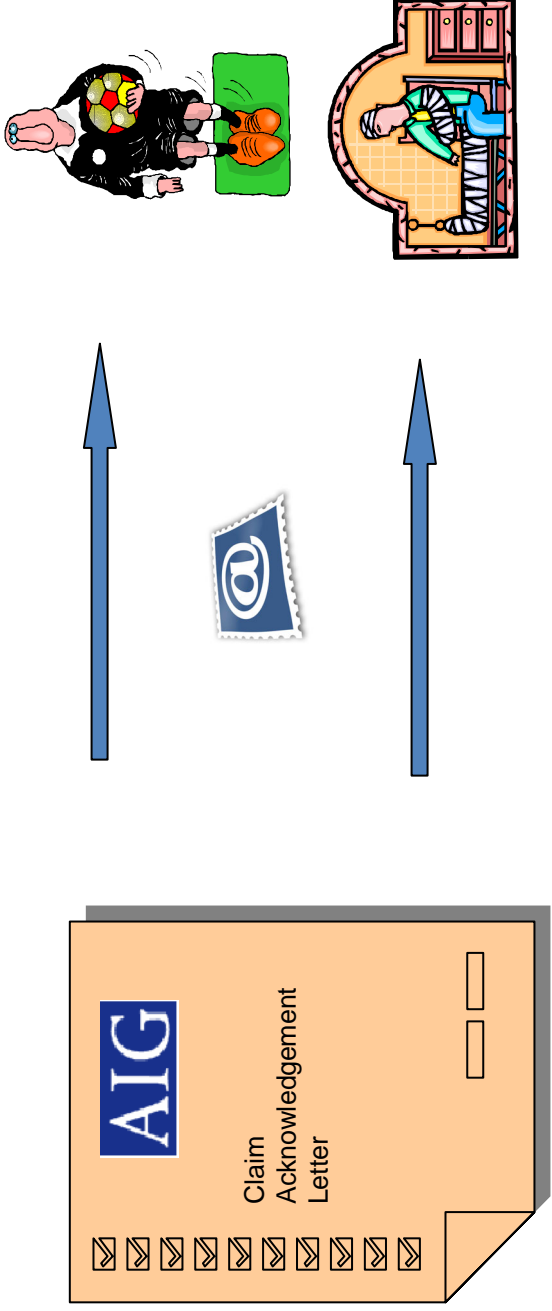
Step By Step Instructions (Continued)



5) If you have medical coverage under another policy you must submit the bills to your primary insurer first and submit a copy of your primary insurer's Explanation of Benefits (EOB) statement along with the claim form to your State Verification Officer.

Step By Step Instructions

(Continued)



6) Your state verification officer will then sign and mail the FULLY COMPLETED claim form to AIG. Upon receipt AIG will send an acknowledgement letter to the claimant and the State Verification Officer.



ANY QUESTIONS?

For questions, inquiries and/or status of your claim, call Angelica Cruz-Forero at (678) 240-1983 or (866) 642-5246 ext 1983.

Your State Verification Officer will email, fax or mail your COMPLETED form to

AIG Domestic Claims
Attn: USASA Claims Unit
A&H Claim Department
PO Box 25987
Shawnee Mission, Ks 66225
Email: A&H.claimsubmission@aig.com
Fax: 302-661-8963



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