

## GROUP HEALTH OUT PATIENT CLAIM FORM

TO AVOID RETURN OF CLAIM FORM DUE TO INCOMPLETE INFORMATION, PLEASE ANSWER ALL QUESTIONS

Name of Employer			
Name of Employee		Name of Patient (if other than employee)	
Position/Rank	Relationship with Employee	Date of Birth (MM/DD/YYYY)	Sex
Email Address		Bank Account Name and Number	

I certify the above information to be true and accurate and I hereby authorize release of related information requested on this form by doctor or hospital.

\_\_\_\_\_  
EMPLOYEE SIGNATURE                      YEAR/MONTH                      PATIENT'S (IF ADULT) SIGNATURE                      YEAR/MONTH/DAY

**THIS PART MUST BE COMPLETED BY A LICENSED PHYSICIAN**

Diagnosis	Surgical Procedure (if applicable)	Recommended Lab Test and Special Consultation
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I hereby certify that, to the best of my knowledge and belief, the above information is accurate.

\_\_\_\_\_  
PRINTED NAME AND SIGNATURE                      LICENSE NO.                      TIN \_\_\_\_\_                      OFFICE TEL. NO. \_\_\_\_\_  
DATE OF CONSULTATION \_\_\_\_\_

**THIS PART MUST BE COMPLETED BY THE EMPLOYER**

\_\_\_\_\_  
PRINTED NAME AND SIGNATURE OF AUTHORIZED SIGNATORY                      POSITION/TITLE                      YEAR/MONTH/DAY

**OUT PATIENT CLAIMS INSTRUCTIONS:** 1. Please attach the original receipt(s) for doctor's fees, medicines, laboratory and X-ray fees. Tape receipts are not accepted. 2. Please attach prescription of medicines. 3. The doctor must write the name of the patient on his/her receipt. 4. Please sign and complete this form.