

**STATEMENT OF CLAIM  
OUT-OF-COUNTRY EXPENSES**

Please complete both sides of this form and mail to Great-West Life, Attention: Out-of-Country Claims Department, P.O. Box 6000, Winnipeg, Manitoba, Canada R3C 3A5.

When submitting your claim, be sure to attach the required provincial forms available to you by visiting [www.greatwestlife.com](http://www.greatwestlife.com) or by calling our Out-of-Country Claims Department at 1-800-957-9777.

Completion of **these** forms will allow us to pay eligible claims and coordinate payment directly with your provincial health plan or with any other insurance carriers.

**GENERAL INFORMATION**

Name of Employee \_\_\_\_\_

Complete Mailing Address \_\_\_\_\_

\_\_\_\_\_ Phone Number \_\_\_\_\_

Employer \_\_\_\_\_ Plan Number \_\_\_\_\_ I.D. Number \_\_\_\_\_

I authorize the release of any information or record(s) requested in respect of this claim to Great-West Life or its agents and certify that the information given herein is true, correct, and complete to the best of my knowledge.

Employee's Signature \_\_\_\_\_ Date \_\_\_\_\_

At Great-West Life, we recognize and respect the importance of privacy. Personal information that we collect will be used for the purposes of assessing your claim and administering the group benefits plan. I authorize Great-West Life, any healthcare provider, my plan administrator, other insurance or reinsurance companies, administrators of government benefits or other benefits programs, other organizations, or service providers working with Great-West Life to exchange personal information when necessary for these purposes. I authorize the use of my Social Insurance Number for tax reporting purposes and as an identification number where it is required in the administration of the plan. I certify that the information given is true, correct and complete to the best of my knowledge.

**PATIENT INFORMATION**

Name of Patient \_\_\_\_\_ Birthdate \_\_\_\_\_

Relationship to Employee \_\_\_\_\_ Purpose for Travelling \_\_\_\_\_

Date of Departure \_\_\_\_\_ Scheduled Return Date \_\_\_\_\_

Actual Return Date \_\_\_\_\_ Country Visited \_\_\_\_\_ Currency Used \_\_\_\_\_

Please provide a brief description of the illness/injury which required treatment outside Canada:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of initial onset of symptoms \_\_\_\_\_ 1st date you received medical attention for these symptoms \_\_\_\_\_

Prior to leaving Canada, was the patient aware of, or receiving treatment for this condition?  Yes  No

If yes, what was the last treatment date in Canada? \_\_\_\_\_

I authorize Great-West Life to make payment directly to the providers of the service.

Employee's Signature \_\_\_\_\_



**STATEMENT OF EXPENSES**

Total number of invoices/bills included with this claim \_\_\_\_\_  
Please itemize the expenses below. Attach a separate page if additional space is needed.

| DATE   | PROVIDER | AMOUNT |
|--|----------|--------|
|  |          |        |
|  |          |        |
|  |          |        |
|  |          |        |
|  |          |        |
|  |          |        |
|  |          |        |
|  |          |        |
|  |          |        |
| <b>TOTAL DOLLAR VALUE OF BILLS SUBMITTED</b> |          | \$     |

**STATEMENT OF OTHER INSURANCE**

Are you or any other member of your immediate family entitled to travel and/or medical insurance benefits under any other policy, including other group coverage through employment, individual/private travel plans, or credit card plans that will cover a portion of this claim?  
 YES     NO

**If Yes, please provide the following information:**

|   |  |  |  |
|---|--|--|--|
| <b>Type of other Coverage:</b> (group, individual, credit card) |  | <b>Name and phone number of Other Carrier:</b> |  |
|   |  |  |  |
| <b>Policy or Plan Number:</b>                                   |  | <b>I.D. Number:</b>                            |  |

Have you sent a claim and/or otherwise contacted the other carrier about this claim?     YES     NO

Please sign the following statement if you have other insurance. This allows us to coordinate the payment of your claim with other insurance carriers. This statement must be signed before any benefits can be paid.

I \_\_\_\_\_ *(signature)* hereby authorize Great-West Life and it's agents to coordinate the payment of benefits with any other insurance carriers which may also have a liability for this claim. I hereby irrevocably direct Great-West Life to make payments, receive payments, and negotiate settlements with providers and other carriers on the patient's behalf.

I further authorize Great-West Life to release and/or receive medical information from providers and other carriers to facilitate the payment and coordination of this claim.