Berkshire Hathaway Specialty Insurance

Accident & Health

GROUP PERSONAL ACCIDENT, JOURNEY & VOLUNTARY WORKERS INSURANCE CLAIM FORM

NOTIFICATION OF A CLAIM OR CIRCUMSTANCE THAT MAY GIVE RISE TO A CLAIM

YOUR INFORMATION

Policy Number:

Policyholder Name: _____

Your Full Name: _____

Full Address:

_____

Date of Birth: _____ Sex: ☐ Male ☐ Female

Marital Status: _____ Number of Dependents: _____

Telephone Mobile: _____ Telephone Work: _____

Email Address: _____

Policyholder Address: _____ Policyholder Telephone Number: _____

Were you employed by the Policyholder at the time of suffering the Accident or contracting the Sickness? ☐ Yes ☐ No

If no, please provide further details:

ACCIDENT

Location where accident occurred: _____

Date & Time of Accident: _____

Please describe how the injury/accident occurred:

Please advise the extent of your injuries:

Have you previously been treated for serious injury? ☐ Yes ☐ No

If yes, please provide full details including how long you were off work:

Were there any witnesses to the accident? ☐ Yes ☐ No

Witness Name: _____

Witness Address & Contact Details:

SICKNESS

When did the sickness commence? _____

Please describe the nature of the sickness:

Have you previously been treated for this sickness or a similar type of sickness? ☐ Yes ☐ No

If yes, please provide full details including how long you were off work:

PERIOD OFF WORK

Was hospital treatment required? ☐ Yes ☐ No

If yes, complete the following regarding your hospital stay (please attach separate sheet if insufficient space)

From	To	Hospital Name	Hospital Address

Please provide details of all attending physicians (please attach separate sheet if insufficient space)

Doctor's Name	Address	Telephone Number

Are you entitled to sick leave? ☐ Yes ☐ No

If yes, please advise number of days: _____

Period you have received sick leave from _____ and to _____

When did you stop work? Date: _____ Time: _____

When did you first obtain treatment from a doctor? Date: _____ Time: _____

Name of treating doctor: _____

Address of treating doctor:

Is this doctor still treating you for the injury or sickness? ☐ Yes ☐ No

Is this doctor your regular doctor? ☐ Yes ☐ No

If no, please provide name & address of your regular doctor:

Is there any condition (past or present) affecting your current disability? ☐ Yes ☐ No

If yes, please provide details:

CURRENT STATUS OF DISABILITY

Are you now recovered? ☐ Yes ☐ No

*If yes, when did you return to work? (date)*_____

Are you now partially disabled? ☐ Yes ☐ No

If yes, when did you return to partial duties? (date) _____

Are you now totally disabled? ☐ Yes ☐ No

If no, when do you expect to return to work? (date) _____

OTHER INSURANCE

Have you made, or will you make, a claim for benefits under any Workers Compensation Act or Transportation Act because of this injury? ☐ Yes ☐ No

If yes, please provide details:

	Claim Number	Name	Address/Contact Details
Employer			
Workers Compensation			
Transport Insurer			

CLAIMING FOR WEEKLY BENEFITS

Are you self-employed? ☐ Yes ☐ No

If yes, confirmation of earnings must be submitted with your claim form (income tax return, profit & loss statement etc.)

If you are employed as a wage earner the section below must be completed by your employer.

I hereby certify that _____ has been unable to attend his/her usual occupation with the company as a result of an Injury/Sickness suffered whilst _____ on _____.

The employee has been incapacitated since: _____

And is expected to/did resume duties on: _____

The employee's gross salary, exclusive of bonuses, commission,
allowances etc. at the date of injury/sickness was: $_____ per week

Please specify the pay type: (sick leave, annual leave etc.) _____

If any form of pay was received, please provide full details of pay history:

Name of Company: _____

Company Address: _____

Name of Supervisor or Payroll completing this form: _____

Telephone Number: _____

Email Address: _____

_____ _____

Signature of Supervisor or Payroll Date

AUTHORITY TO GIVE INFORMATION

I/we hereby authorise any doctor or medical attendant who has treated me or examined me or any person or firm who employs or has employed me to give the insurer such information as it may require regarding any injury or illness to me or my physical or mental condition or prognosis, or my employment, to assist in the proof and settlement of my claim. A photocopy of this authority can be acted upon as if it were original.

_____ _____

Signature of Claimant Date

CERTIFICATE OF ATTENDING PHYSICIAN

To be completed by attending physician.

The claimant must obtain, at his/her own expense, the completion of this certificate from a duly qualified and registered medical practitioner. In the event of the medical practitioner being unable to answer from their own personal knowledge any of the following questions, they are requested to state so.

Furnished in connection with the disability of:

Name of Patient: _____

Full Address: _____

Are you the patient's regular physician? ☐ Yes ☐ No

If yes, how long have you known the patient? (years & months)

_____

Has the patient previously suffered from the same or similar injuries/sicknesses? ☐ Yes ☐ No

If yes, provide the date and diagnosis:

Date of first consultation of this condition: _____

In your opinion, how long has this condition been in existence whether treated for same or not?

Present Condition:

Prognosis:

Nature of operation (if any):

Name of physician(s) who previously treated patient for the above condition:

Are the patient's symptoms:

Due exclusively to the accident? ☐ Yes ☐ No

Traceable to disease? ☐ Yes ☐ No

Infirmity or any other cause? ☐ Yes ☐ No

Is there anything in the patient's medical history which may have contributed, directly or indirect, to the injury/illness or which may be likely to retard the patients recovery? ☐ Yes ☐ No

If yes, please provide details:

Is the patient still under your care for this condition? ☐ Yes ☐ No

If no, on what date did you release the patient to perform regular duties?

_____

Dates unfit for work, or unable to perform specific parts of the patient's occupation? *(if uncertain please estimate)*

_____

Have you any reason to suppose that the patient was under the influence of intoxicants or drugs at the time of the accident? ☐ Yes ☐ No

If hospitalised, please provide dates: _____

Name of hospital: _____

Dates patient was totally disabled: _____

In your opinion, probable further disability should not exceed past the following date:

_____

Name of Physician: _____

Full Address: _____

Office Phone Number: _____ Mobile Phone Number: _____

Qualifications:

_____ _____

Signature of Physician Date

ELECTRONIC FUNDS TRANSFER (EFT) DETAILS:

Following approval of your claim, should you wish to have your claim transferred directly into your bank account, please provide the following details:

Name of Financial Institution: _____

Account Name: _____

BSB: _____ Account Number: _____

Bank Swift Code (International Payments): _____

Bank Account Currency (International Payments): _____

Bank Address (International Payments): _____

Please note that we are not liable for any bank processing fees incurred by you.

DECLARATION

I hereby declare, for and on behalf of the Insured that the foregoing statements are true and correct:

Name: _____ Position: _____

Signature: _____ Date: _____

Email: claims@csnet.com.au
Phone: +61 2 82561779

Mail: Berkshire Hathaway Specialty Insurance
(C/O: CSN) GPOBox 4276
Sydney NSW2001

About Us

We are Berkshire Hathaway Specialty Insurance Company (ABN 84 600 643 034, AFS Licence No. 466713), authorised by the Australian Prudential Regulation Authority to carry on general insurance business in Australia.

Privacy

We are committed to safeguarding your privacy and the confidentiality of your personal information. We, and entities acting on our behalf, only collect personal information from or about you for the purpose of assessing your application for insurance and administering your insurance policy, including managing and administering any claim made by you. Without your personal information, we may not be able to issue insurance cover, administer your insurance or process your claim.

We will only use your personal information in accordance with the *Privacy Act 1988* (Cth) and for the purposes outlined above.

We may disclose your personal information to third party service providers for the purposes outlined above or where disclosure is permitted by law. These entities may be located in Australia or overseas, including in India, Singapore, Hong Kong, the United Kingdom, New Zealand and the United States of America. Where such disclosure is made, we make all reasonable efforts to ensure that the arrangements we have in place with overseas parties impose appropriate privacy and confidentiality obligations on those parties to ensure that imparted personal information is kept secure and that such information is only used for the purposes noted above.

If you wish to obtain details of the personal information we hold about you (including contacting us to correct or update the personal information we hold about you), or if you have a complaint about a breach of your privacy, please refer to our privacy policy available at http://www.bhspecialty.com/privacy-policy.html, or contact our Chief Risk Officer by email to australasia.privacy.compliance@bhspecialty.com.

We reserve the right to refuse access under the grounds permitted by the *Privacy Act 1988* (Cth) and if you are seeking information on another person's behalf, we will require written authorisation from that individual.

Complaints

If you have a complaint or concern about our insurance products or services we provide, please contact your intermediary or your usual BHSI contact.

If you are not satisfied with our response, you may escalate your complaint by contacting complaints.australia@bhspecialty.com. Our internal dispute resolution process is free of charge and we will aim to respond to your escalated complaint within fifteen (15) business days.