



## AGGREGATE INSURANCE AND MONTHLY AGGREGATE ACCOMODATION CLAIM REQUEST FOR REIMBURSEMENT

PLAN SPONSOR: \_\_\_\_\_ CARRIER: \_\_\_\_\_  
 POLICY NUMBER: \_\_\_\_\_ CONTRACT BASIS: \_\_\_\_\_  
 EFFECTIVE DATE: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
 MINMIMU AGREGGATE DEDUCTIBLE: \_\_\_\_\_

- 1. Total Paid Claims: \$ \_\_\_\_\_
- 2. Annual Aggregate Deductible (calculated) OR Minimum Aggregate Deductible: \$ \_\_\_\_\_  
 (Please attach monthly census counts and monthly attachment point calculation)
- 3. Claims Exceeding Specific Deductible: \$ \_\_\_\_\_
- 4. Claims Paid Outside the Aggregate Contract: \$ \_\_\_\_\_
- 5. Reimbursement Requested: \$ \_\_\_\_\_

**PLEASE INCLUDE THE FOLLOWING TO AVOID DELAY:**

- 1. Paid claims analysis report showing name of claimant, incurred date, charge, payment amount and paid date;
- 2. Eligibility listing which identifies birth date, effective date, termination date and coverage type (single or family);
- 3. Proof of funding. This must include monthly bank statements and/or deposit slips;
- 4. Void/Refund report for the policy period and two months following;
- 5. Benefit/Service code report;
- 6. Aggregate report – monthly loss summary report;
- 7. Specific report showing claimants who have exceeded the specific deductible and amounts paid;
- 8. Payments made outside the aggregate contract (dental, weekly income, vision, PPO Fees, medical records fees, RX admin);
- 9. Yearly check register;
- 10. Outstanding overpayments and subrogation issues;
- 11. RX invoices, if RX is a covered benefit.

**PLEASE READ BEFORE SIGNING**

I hereby certify that, to the best of my knowledge, after reasonable inquiry: (1) that the information stated herein is correct; (2) that the claim has been processed and is eligible in accordance with the Plan Sponsor’s Benefit Plan; and (3) that all the indicated expenses have actually been unconditionally paid on behalf of the Plan as required by the Stop Loss Contract.

Authorized Signature	Title	Date
Claims Administrator	Address	
City	State	Zip
Phone	Fax	E-mail

Any person who knowingly files a statement of claim containing any misrepresentation or any false, incomplete or misleading information may be guilty of a criminal act punishable under state or federal law, or both, and may be subject to civil penalties.