

## **Documentation Checklist**

1. Duly Filled claim form (part A to be filled in by the insured/patient and Part B by the hospital Authority) to be sent to TPA address mentioned in the policy.
2. Photo ID proof of the patient
3. Cancelled Cheque leaf/Bank Statement/Bank Passbook copy (For initiating NEFT)
4. Original Discharge Summary with complete details of diagnosis and treatment given
5. Original Final bill with itemized break up
6. Original Cash Paid receipts for all the payments made to the hospital
7. Original Lab report confirming the diagnosis of the ailment for which the patient got admitted
8. Original Lab reports for all the investigations done during hospitalization
9. Original Sticker and Invoice copy of the implants done
10. MLC/FIR copy for admissions relating to Road Transport Accidents and domestic accidents
11. In case due to any reason if the documents fail to reach us within the stipulated time frame, request you to provide us with a clarification for delayed submission of claim documents.