

## 醫療保險

### 索償須知

欲盡快到賠償，在遞交賠償申請前，請檢查下列各項已完成：

1. 簽署及填妥賠償申請表。
2. 連同所有列明病症的醫療收訖單據正本，及有關文件一併提交。
3. 收據正本必須清楚列明以下資料，並由主診醫生簽署：
  - 診治日期(門診醫療計劃)或入院/出院日期(住院醫療計劃或住院現金計劃)
  - 病人姓名
  - 病症
  - 收費項目說明(如診金、藥費、檢驗費等)
4. 經醫生署之病歷報告、診斷結果、檢驗結果等有關資料。
5. 如申請專科或 X 光檢驗及化驗費索償，請提供普通科醫生轉介信。
6. 如需取回收據，請註明。

## Medical Insurance

### Important Notes

In order to speed up the process of your claim, please check if you have done the following before sending in claim(s):

1. Sign and complete the claim form.
2. Attach all original medical receipts with diagnosis and supporting reports.
3. Original receipts must clearly indicate the following information and be signed by the attending physician:
  - Treatment date
  - Name of patient
  - Diagnosis
  - Breakdown of charges
4. Attach referral letter from your General Medical Practitioner, if you are claiming for Specialist Consultation or Diagnostic X-ray and Laboratory test.
5. Attach Pre-authorization confirmation form if pre-authorization is applicable.
6. Indicate if you require us to return original receipt(s).