



## Group insurance scheme

## Accident / Emergency admission

## Hospitalisation claim form

This form is applicable if you are admitted to hospital as a result of an accident or emergency. Benefit is payable for a maximum of 30 nights.

On completion, return this form to:

Avon & Somerset Police Federation Office, 1 St David's Court, Windmill Road, Clevedon, North Somerset BS21 6UP.

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### PLEASE COMPLETE IN BLOCK CAPITALS

Mr/Mrs/Ms/Miss First Name ..... Surname .....

Date of birth..... Force no .....

Home address .....

..... Postcode .....

Telephone no..... Email .....

You can ignore the following section if you are also completing a Personal Accident claim form:

Date and location of emergency.....

Approx. time.....

Please explain why you were admitted to hospital:

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All claimants must complete the remaining sections of this form:

Please provide a brief description of your illness:

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Name and address of hospital to which you were admitted:

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Time and date of admission .....

Time and date of discharge .....

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I certify that I am a subscribing member of the scheme and to the best of my knowledge the statements made are true and without reservation. I agree that the information on this form, including sensitive (medical) information, may be stored and shared with the Avon & Somerset Police Federation, the insurers/underwriters, their agents and the scheme brokers, but only for the purposes of processing and recording my claim.

Signature of Officer.....Date.....

**Please complete the section below to enable benefit payments to your bank account:**

Bank name and address.....

Bank sort code: ...../...../.....

Account name: .....

Account number: .....

**DATA PRIVACY NOTICE**

George Burrows is the trading name of Arthur J. Gallagher Insurance Brokers Ltd (AJG). We are the data controller of any personal information you provide to us or personal information that has been provided to us by a third party. We collect and process information about you in order to arrange insurance policies and to process claims. Your information is also used for business purposes such as fraud prevention and detection and financial management. This may involve sharing your information with third parties such as insurers, reinsurers, other brokers, claims handlers, loss adjusters, credit reference agencies, service providers, professional advisors, our regulators, police and government agencies or fraud prevention agencies.

We may record telephone calls to help us monitor and improve the service we provide. For further information on how your information is used and your rights in relation to your information please see our privacy policy at [www.georgeburrows.com](http://www.georgeburrows.com). If you are providing personal data of another individual to us, you must tell them you are providing their information to us and show them a copy of this notice.

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**When completed, please return this form to the Federation office**

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To be completed by the Federation office:

The above named was a member of the of the scheme at the time of the accident / admission to hospital.

Signed .....

For the JBB Secretary

