



**MUTUAL  
HEALTH SERVICES™**

P.O. Box 5700 ♦ Cleveland, Ohio 44101  
800-367-3762 ♦ Fax (330) 666-6685

**Statement of Claim**

**PART A EMPLOYEE MUST COMPLETE IN FULL**

PATIENT'S NAME (FIRST NAME, MIDDLE INITIAL, LAST NAME)		PATIENT'S RELATIONSHIP TO INSURED <input type="checkbox"/> -Self <input type="checkbox"/> -Spouse <input type="checkbox"/> -Natural Child <input type="checkbox"/> -Other		PATIENT'S SEX <input type="checkbox"/> Male <input type="checkbox"/> Female	PATIENT'S DATE OF BIRTH / /
EMPLOYEE NAME		EMPLOYEE'S HOME PHONE		SOCIAL SECURITY NUMBER	
ADDRESS (STREET, CITY, STATE, ZIP CODE)					

IS CLAIM DUE TO INJURY OR ACCIDENT? <input type="checkbox"/> Yes <input type="checkbox"/> No	IF DUE TO INJURY OR ACCIDENT, DID IT OCCUR ON THE JOB? <input type="checkbox"/> Yes <input type="checkbox"/> No	DATE OF INJURY OR ACCIDENT / /
LOCATION	DESCRIBE BRIEFLY	

IS PATIENT COVERED BY ANOTHER MEDICAL INSURANCE PLAN? <input type="checkbox"/> Yes <input type="checkbox"/> No	NAME, ADDRESS AND POLICY NO. OF INSURANCE CARRIER:	
SPOUSE'S EMPLOYER	ADDRESS (STREET, CITY, STATE, ZIP CODE)	SPOUSE'S SOCIAL SECURITY NUMBER

TO BE COMPLETED AND SIGNED BY THE EMPLOYEE IF DIRECT PAYMENT OF BENEFITS TO THE PHYSICIAN OR SURGEON IS DESIRED. I authorize payment to be made directly to the provider.

NOTE: ONCE BENEFITS ARE ASSIGNED, THE ASSIGNMENT CANNOT BE REVOKED

Signature of Eligible Person \_\_\_\_\_ Date \_\_\_\_\_

**AUTHORIZATION**

- I hereby authorize any hospital, physician, or other person who has attended or examined me to furnish to Benefit Services all information with respect to this illness or accident, medical history, consultation, prescriptions, or treatment and copies of all hospital or medical records and permit the review, copying or photocopying of such records. A photocopy or fax of this authorization shall be considered as effective and valid as the original. If claim is on spouse, both husband and wife must sign.
- Any person who, knowingly and with intent to deceive, files a statement of claim containing any materially false or misleading information is guilty of a crime. Please review this form thoroughly. Make certain all information is accurate and complete. Errors or omissions can result in payment delays or forfeiture of benefits. I certify that the information on this form is accurate and complete to the best of my knowledge.

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

**PART B TO BE COMPLETED BY PROVIDER OR SUPPLIER**

PATIENT'S NAME (FIRST NAME, MIDDLE INITIAL, LAST NAME)		PATIENT'S RELATIONSHIP TO INSURED <input type="checkbox"/> Self <input type="checkbox"/> Spouse <input type="checkbox"/> Natural Child <input type="checkbox"/> Other		PATIENT'S SEX <input type="checkbox"/> M <input type="checkbox"/> F	PATIENT'S DATE OF BIRTH / /
PATIENT'S ADDRESS		CITY, STATE, ZIP			

DIAGNOSIS OR NATURE OF ILLNESS OR INJURY. RELATE DIAGNOSIS TO PROCEDURE IN COLUMN D BY REFERENCE TO NUMBERS 1, 2, 3, ETC., OR BY DX CODE

DATE OF SERVICE	PLACE OF SERVICE	FULLY DESCRIBE PROCEDURE, MEDICAL SERVICES OR SUPPLIES FURNISHED FOR EACH DATE GIVEN Proc. Code (Identify) (Explain unusual services or circumstances)	DX CODE	CHARGES	WAS CONDITION RELATED TO PATIENT'S EMPLOYMENT Yes ___ No ___ AN ACCIDENT? Yes ___ No ___ DATE PATIENT FIRST SEEN FOR THIS CONDITION: _____
		TOTAL CHARGES		AMT. PAID	BALANCE
PHYSICIAN OR SUPPLIER NAME		ADDRESS, CITY, STATE, ZIP			PHONE
YOUR PATIENT ACCOUNT NO.		INDIVIDUAL PRACTITIONER -	SOCIAL SECURITY NUMBER:		
		ALL OTHERS -	EMPLOYER I.D. NUMBER:		
SIGNATURE OF PHYSICIAN OR SUPPLIER _____					

Signed \_\_\_\_\_ Date \_\_\_\_\_