



# Accident Expense Insurance Claim Checklist

## To identify your policy, make sure you have:

- Policy/certificate number
- Policy/certificate holder's name and birthdate
- Policy/certificate holder's address

## You'll also need:

- Claimant statement form
- Itemized bill (ask your hospital to provide a completed UB04 document, or ask your physician to provide a completed HCFA1500 document)\*
- Confidential information authorization form
- Police report (if applicable)

\*Depending on documentation provided, Assurity may need to acquire additional medical records. If needed, having a signed authorization on file will expedite processing.



## Filing a claim is easy on MyAssurity:

1. Login or register on [MyAssurity.com](https://www.myassurity.com)
2. Select "Claims" from the menu bar
3. Select "Accident Expense" with the policy/certificate number and state where the claimant resides
4. Proceed by selecting how to file the claim – either by downloading the claim form or online by following the onscreen instructions
5. Select how you would like to be paid (if filing online)
6. Provide information about the claim (provider, date of service, details, etc.) as prompted (if filing online)
7. Sign and submit the claim form



**Sign up for direct deposit to receive benefits faster.**  
Otherwise we will mail applicable benefits directly to you.



## Need help filing?

800.869.0355 Ext. 4484

[claimsinfo@assurity.com](mailto:claimsinfo@assurity.com)

NOT AVAILABLE IN NEW YORK.

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