A Guide for Successfully Completing the Group Accident Claim Form



Mutual of Omaha appreciates the opportunity to provide you with valuable income protection. We rely on the information you provide on this form to effectively determine if you qualify for group accident benefits.

This guide provides information and instruction to help you successfully complete and submit the claim form. Please consult your employer/benefits administrator if you need assistance in providing information for the form.

IMPORTANT TIPS FOR PAPER COPY SUBMISSION

Prior to submission, make sure you have provided all required information and answered all questions completely and accurately. If information is missing or cannot be read, the processing of your form will be delayed. All parts of this form are to be completed without expense to the underwriting company.

- The following guidelines provide valuable information to help you successfully complete the form.
- Please make a copy of the completed form for your records before submitting it to Mutual of Omaha/United of Omaha
- Please use the Group Accident Express Benefit Claim Form for all accident express benefit claims.
- Please use the Group Health Screening Benefit Claim Form for all health screening benefit claims.
- Medical documentation must be submitted to support the benefits claimed.

GUIDELINES FOR SECTION 1: EMPLOYEE/MEMBER & CLAIMANT STATEMENT

This section is to be completed by the Employee. Dates should include the month, date and year. In order to be considered complete, the form must be signed by you or your legal representative.

- Group ID Number for your Employer will consist of eight characters, beginning with "G000" and followed by four additional letters or numbers specific to your Employer.
- Claimant Statement (completed by employee/member)
- Accident Information Completed
- Claim & Benefit Information Selected
- Authorization and Signature Completed, Signed, and Dated

GUIDELINES FOR SECTION 2: POLICYHOLDER/EMPLOYER STATEMENT

This section is to be completed by the Employer. Dates should include the month, date and year. In order to be complete, the form must be signed by the Employer.

- Group ID Number consists of eight characters, beginning with "G000" and followed by four additional letters or numbers.
- Employee/Member (EE) & Claimant Information
- Accident Insurance Information Completed
- A copy of the employee/member's enrollment form/record and current beneficiary designation, if necessary
- Employee/Member Employment Information (To be completed only if the policyholder is the employer of the employee/member)

GUIDELINES FOR SECTION 3: ATTENDING PHYSICIAN/MEDICAL PROFESSIONAL STATEMENT

This section is to be completed by the Attending Physician. Dates should include the month, date and year. In order to be complete, the form must be signed by the Attending Physician.

- Employee/Member & Patient Information
- Accident Information Completed
- A copy of the employee/member's enrollment form/record and current beneficiary designation, if necessary
- Employee/Member Employment Information (To be completed only if the policyholder is the employer of the employee/member)

REQUIRED FRAUD WARNINGS

Before completing the claim form, please read the Required Fraud Warnings listed on the following page.

Fraud Warnings United of Omaha Life Insurance Company • Mutual of Omaha Insurance Company

3300 Mutual of Omaha Plaza • Omaha, NE 68175-0001 Phone (800) 775-8805 (toll-free) • www.mutualofomaha.com/customer-service



Please review the specific fraud warning for your place of residence prior to signing the attached form or application.

All Other States: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

Alabama: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines or confinement in prison, or any combination thereof.

Arkansas/Maine/Ohio/Tennessee: Any person who, with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

California: For your protection, California law requires the following to appear on this form: Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

Colorado: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies.

District of Columbia: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

Florida: Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

Kansas: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties as determined by a court of law.

Kentucky: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

Louisiana: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Maryland: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Massachusetts/Vermont: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claims containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto may be committing a fraudulent insurance act, which may be a crime and may subject such person to criminal and civil penalties.

New Jersey: Any person who includes any false or misleading information on an application for insurance is subject to criminal and civil penalties.

New Mexico: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.

New York: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

North Carolina/Oregon: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto, may have committed a fraudulent insurance act, which may be a crime and may subject such person to criminal and civil penalties.

Puerto Rico: Any person who furnishes information verbally or in writing, or offers any testimony on improper or illegal actions which, due to their nature constitute fraudulent acts in the insurance business, knowing that the facts are false shall incur a felony and, upon conviction, shall be punished by a fine of not less than five thousand (5,000) dollars, nor more than ten thousand (10,000) dollars for each violation or by imprisonment for a fixed term of three (3) years, or both penalties. Should aggravating circumstances be present, the fixed penalty thus established may be increased to a maximum of five (5) years; if extenuating circumstances are present, it may be reduced to a minimum of two (2) years.

Rhode Island: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information on an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Virginia: Any person who, with the intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may have violated state law.

Washington: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.

Group Accident Claim Form

United of Omaha Life Insurance Company • Mutual of Omaha Insurance Company



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Section 1: Employee/Member & Cla	imant Statement						
CLAIMANT NAME		DOB	SS	N			
	Male Female	//					
RELATIONSHIP TO EMPLOYEE/MEMBER	R:						
Self Spouse Domestic Partner	Dependent Beneficiary Other (ex	k., Power of Attorney, Conservat	tor)				
EMPLOYEE/MEMBER NAME			DOB	SS	N		
(if other than claimant)			///				
ADDRESS		CITY	STATE		ZIP CODE		
EMAIL		CONTACT NUMBER					
DATE OF ACCIDENT (MM/DD/YYYY) TIN	AE OF ACCIDENT (HH:MM) WHERE DID	THE ACCIDENT HAPPEN (LOC	CATION)?				
	MAJOR MEDICAL INSURANCE OR A COMBIN	NATION OF BASIC HOSPITAL	AND BASIC MEDI	ICAL INSURA	ANCE?		
DID THE ACCIDENT HAPPEN WHILE WO	DRKING? Yes* No	DID ANY LAW AGENCY INVE	STIGATE THE AC	CCIDENT?	Yes* No		
	F HOW THE ACCIDENT OCCURRED AND TH		S SUSTAINED BY	THE PATIE	NT (IF MORE SPACE IS		
REQUIRED, PROVIDE ON A SEPARATE	SHEET OF PAPER AND SUBMIT WITH THIS	CLAIM):					
**IE ANY LAW ENFORCEMENT AGEN	ICY INVESTIGATED THIS ACCIDENT, A COP	Y OF THE AGENCY/POLICE R	FPORT MUST BE	SUBMITTER) WITH THIS CLAIM **		
Claim & Benefit Information							
-	IT OR SERVICE FOR WHICH A BENEFI						
OF THE ACCIDENT. NOT ALL BENEFITS ARE INCLUDED IN ALL POLICIES. REFER TO THE APPLICABLE CERTIFICATE FOR AVAILABLE BENEFITS, LIMITATIONS AND EXCLUSIONS. IF ANY PREVIOUS CLAIMS HAVE BEEN SUBMITTED FOR THIS ACCIDENT AND PATIENT, ONLY							
· · · · · · · · · · · · · · · · · · ·	APPLICABLE TO THIS NEW CLAIM.				, •		
Initial Care & Emergency	Specified Injury	Surgical	Ca	tastrophic			
Emergency Room (ER)	☐ Fracture	Exploratory/Arthroscopic Su		Basic Accide	ntal Death		
Urgent Care Center (UC)		Abdominal/Cranial/Thoracic Surgery		Common Carrier Accidental Death			
☐ Initial Physician Office Visit (IPO)	Herniated Disc Surgery						
Ground Ambulance	Torn Knee Cartilage Surgery			ient			
☐ Air Ambulance	 ☐ Skin Graft	Ligament/Tendon/Rotator C	Cuff Surgery	Paralysis			
	Dental Extraction, Crown or Filling	Eye Procedure		Reasonable I	Modifications		
Follow-Up Care		Blood Products		Coma			
Physician Follow-Up Visit	Epidural Anesthesia	_					
Therapy Services			Iditional Ben	efits			
Medical Device	Diagnostic	Transportation					
Prosthetic Device(s)	X-ray or Other Diagnostic E	xam 🗌					
	Brain Injury Diagnosis	n Injury Diagnosis					

Documentation must be submitted to support the benefits claimed, which in addition to Section 3 – Attending Physician/Medical Professional Statement
may include medical records, physician notes, ER/UC/IPO discharge papers, radiology reports, hospital/physician/ambulance bills, toxicology reports or
other proof. Documentation must provide: 1) the date of service; 2) the specific procedure/service received; and 3) the diagnosis; for all benefits claimed, as
applicable.

A copy of the hospital bill or admission/discharge summary showing the number of days the Patient was hospitalized must be submitted with this claim.
If death was a result of this accident, a certified copy of the death certificate for the Patient must be submitted with this claim.

Authorization and Signature

Fraud Warning: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties. (*Note: This fraud warning does not apply to residents of AL, AR, CA, CO, DC, FL, KS, KY, LA, MA, MD, ME, NC, NJ, NM, NY, OH, OR, PR, RI, TN, VA, VT and WA. Please read the specific fraud warning for your state of residence included with this form or available online at www.mutualofomaha.com.*)

I authorize any physician, medical or dental practitioner, hospital, clinic, pharmacy, pharmacy benefit manager, any other provider of health care or other medical care facility, health maintenance organization, insurer, reinsurer, employer, consumer reporting agency, Social Security Administration, law enforcement agency and governmental agency to disclose records containing the personal information of the Patient named above to United of Omaha Life Insurance Company and Mutual of Omaha Insurance Company (the "Company"). Personal information includes all health information, mental and physical condition, prescription drug records, alcohol and drug use, financial information and occupational information.

I understand that the personal information that is disclosed will be used by the Company to evaluate a claim for accident insurance benefits. I understand that the personal information may be redisclosed to reinsurance companies or other persons or organizations performing services in connection with this claim, as is lawfully required or permitted. If the person or entity to whom personal information is disclosed is not a health care provider or health plan subject to federal privacy regulations, the information may be redisclosed without the protection of the federal privacy regulations.

I understand that if I refuse to sign, revoke, or alter the contents of this form, the processing of this claim may be affected. This may include denial of benefits. Unless revoked earlier, this authorization will remain in effect for 12 months from the date this form is signed. I may revoke this authorization at any time by providing written notice to the address listed at the beginning of this form. I understand that my right to revoke this authorization is limited to the extent that the Company has taken action in reliance on the authorization. I understand that I, or my authorized representative, may receive a copy of this form upon request. A copy of this form is as effective as the original.

Name(s) used for records for the Patient (if different than the name provided in Section 1 of this form):

I understand that should this claim be overpaid for any reason, it is the obligation of the recipient of the benefit payment to repay any such overpayment in accordance with the terms of the policy. I understand that benefit payments may be considered taxable income, to the degree that premiums for the insurance were not included in my income/the income of the employee/member, or if the insurance premiums were paid on a pre-tax basis. I understand that such benefit payments will be reported as required by the IRS on form 1099-MISC, and that I should consult independent tax counsel for additional information and guidance regarding the taxability of any benefit payment.

I acknowledge that incomplete information on this form may delay processing of the claim. If the Company requests additional information to complete processing of this claim, I understand that any delay in response may delay processing of the claim.

By signing below, I certify that I have read and understand the fraud warning that applies to my state of residence, and that all information and statements provided on this form are true and complete to the best of my knowledge and belief. **If applicable:** I am not the person whose personal information is to be disclosed, but I am legally authorized to grant permission on behalf of that person and have completed Section 4: Claimant Information (below).

SIGNATURE OF CLAIMANT		DATE			
SIGNATURE OF PATIENT, IF AGE 18 OR OLDER (AND NOT TH	DATE				
Check if Patient is deceased or incapable of signing.					
If applicable, I signed on behalf of the insured as					
PRINTED NAME OF LEGAL REPRESENTATIVE	SIGNATURE OF LEGAL REPRESENTATIVE	DATE SIGNED (MM/DD/YYYY)			

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Section 2: Policyholder/Employer Statement						
EMPLOYEE/MEMBER NAME		EMPLOYEE/MEMBER SSN OR ID NUMBER GROUP ID NUMBER G000				
PATIENT NAME (IF NOT THE EMPLOYEE/MEMBER)		PATIENT SSN (OR ID NUMBER (IF NOT THE	EMPLOYEE/MEMBER)		
PATIENT DATE OF BIRTH (MM/DD/YYYY) PATIENT GEI		TO EMPLOYEE/MEMBER (WRI	TE "SELF" IF PATIENT IS THE	E EMPLOYEE/MEMBER)		
	CCIDENT		DID THE	ACCIDENT HAPPEN		
				/ORKING? 🗌 Yes 🗌 No		
Employee/Member Employment Information – To	be completed only if the	policyholder is the employer	of the employee/member.			
**A COPY OF THE EMPLOYEE/MEMBER'S ENROLLME						
EFFECTIVE DATE OF INSURANCE FOR EMPLOYEE/MEI	MBER (MM/DD/YYYY)	EFFECTIVE DATE OF INSUF	ANCE FOR PATIENT (MM/DD/Y	YYY)		
COVERAGE TIER (ELECTED/IN EFFECT)		·	PREMIUM PAID THROUG	GH DATE (MM/DD/YYYY)		
	+ Child(ren) 🗌 EE + Fami					
CLASS	FULL-TIME EMPLOYMENT	DATE (MM/DD/YYYY)	AVERAGE HOURS WORKED	/WEEK		
		DRKING THE MINIMUM HOURS				
		*IF YES, ARE THEY PAID PR				
□ Yes* □ No		% Pre-tax	% Post-tax	(
DOES MUTUAL OF OMAHA COVER THE EMPLOYEE FO	R ANY OF THE FOLLOWING		STD LTD			
Policyholder/Employer Additional Information						
USE THIS SPACE TO PROVIDE ANY ADDITIONAL INFO	RMATION RELATED TO TH	E ACCIDENT OR INFORMATIO	N STATED ABOVE. AS NEEL	DED:		
 Fraud Warning: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties. (<i>Note: This fraud warning does not apply to residents of AL, AR, CA, CO, DC, FL, KS, KY, LA, MA, MD, ME, NC, NJ, NM, NY, OH, OR, PR, RI, TN, VA, VT and WA. Please read the specific fraud warning for your state of residence included with this form or available online at www.mutualofomaha.com.</i>) By signing below, I certify that I have read and understand the fraud warning that applies to my state of residence, and that all information 						
and statements provided on this form are true s	-	st of my knowledge and t				
PRINTED NAME OF POLICYHOLDER/EMPLOYER REPRI	ESENTATIVE	TITLE				
EMAIL ADDRESS		PHONE NUMBER	FAX NUMBER			

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Section 3: Attending Physician/M	ledical Professional St	atement					
EMPLOYEE/MEMBER NAME		EMPLOYEE/MEMBER SSN OR ID NUMBER GROUP ID NUMB					
				G000			
PATIENT NAME (IF NOT THE EMPLOY	YEE/MEMBER)		PATIENT SSN OR ID NUMBER (IF NOT THE EMPLOYEE/MEMBER)				
PATIENT DATE OF BIRTH (MM/DD/YYYY)	PATIENT GENDER	RELATIONSHIP TO EMPLO	YEE/MEMBER (OR "SELF")	DATE OF ACCIE	DENT (MM/DD/YYYY)		
	Male Female						
DESCRIPTION OF ACCIDENT AND PF	RIMARY DIAGNOSIS						
IS/WAS A MEDICAL DEVICE (FOR LO	COMOTION/MOBILITY) RE	COMMENDED TO THE PATIEN	NT? Yes No				
ARE ALL INJURY/TREATMENTS/SERVICES IDENTIFIED BELOW FOR THE PATIENT A DIRECT RESULT OF THE ACCIDENT? Yes No - Explain:							
IS THERE ANY OTHER ILLNESS OR I	NFIRMITY AFFECTING THE	E PATIENT'S CONDITION OR I	NJURIES SUSTAINED IN THE A	CCIDENT? 🗌 Yes	🗌 No – Explain:		
Injury, Treatment & Service Infor	mation						
CHECK EACH INJURY, TREATM <u>STATED ABOVE</u> , AND SUBMIT A STATEMENTS/RECORDS WITH INDEPENDENT OF BODILY INFI	NY RELEVANT TEST F	RESULTS, HOSPITAL DISC ON TO THE INFORMATION	HARGE SUMMARY AND/O	R YOUR MEDIC	AL		
INJURY/TREATMENT/SERVICE	DATE(S) OF SERVICE	DIAGNOSIS/PROCEDURE CODE(S) (ICD-9/10, CPT4, ETC.)	DIAGNOSIS/PROCEDURE(S) INFORMATION	DESCRIPTION &	ADDITIONAL		
Initial Care & Emergency							
Emergency Room							
Urgent Care Center							
Initial Physician Office Visit							
Follow-Up Care							
Physician Follow-Up Visit							
Therapy Services (OT, PT, speech, chiropractic care)							
Specified Injury							
Fracture(s) and/or Dislocations(s)					inches		
Laceration(s) (Repair incl. sutures, adhesives, staples or closure strips)			If no laceration required repair, check here:				
Second or Third Degree Burn(s)			% of Total Body Surface Area for Second Degree Burns: % of Total Body Surface Area for Third Degree Burns:				
Skin Graft (Incl. stem cells or skin substitute)							
Dental Crown, Filling and/or Extraction							
Surgical			L				
Exploratory or Arthroscopic Surgery							
Abdominal, Cranial or Thoracic Surgery							
Herniated Disc Surgery							
Torn Knee Cartilage Surgery							
Ligament/Tendon/Rotator Cuff Surgery							
Eye Procedure (Removal of object or surgery, other than eyelid)							
Blood Products (Blood, red cells, plasma, platelets or granulocytes)							
Epidural Anesthesia							
Diagnostic	1						
X-ray and/or Diagnostic Exam							
Brain Injury Diagnosis (TBI or MTBI, incl. concussions)							

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Attending Physician Remarks/Additional Information							
USE THIS SPACE TO PROVIDE ANY	ADDITIONAL INFORMAT	ION RELATED TO TH	IE ILLNESS/PROCEDU	JRE STA	ATED ABOVE,	, AS NEEDED:	
ATTENDING PHYSICIAN/MEDICAL P	ROFESSIONAL NAME		PHONE NUMBER			FAX NUMBER	
					_		
STREET ADDRESS		CITY		STATE	=	ZIP CODE	
MEDICAL SPECIALTY	DEGI	REE			BOARD CER	RTIFICATION(S)	
TAX ID NUMBER	ARE YOU RELATED		*IF YES, EXPLAIN T	HE REL/	ATIONSHIP:		
	WITH THE PATIENT	Г? 🗌 Yes* 🗌 No					
Fraud Warning: Any person							
insurance or statement of clair concerning any fact material th						uch person to criminal and civil	
penalties. (Note: This fraud warning	does not apply to residents	s of AL, AR, CA, CO, D	C, FL, KS, KY, LA, MA	, MD, ME	E, NC, NJ, NM	, NY, OH, OR, PR, RI, TN, VA, VT and WA.	
Please read the specific fraud warning	for your state of residence	included with this form	or available online at w	ww.muti	ualofomaha.co	<i>m.</i>)	
						esidence, and that all information	
and statements provided on the		complete to the be		je and		-	
SIGNATURE OF ATTENDING PHYSI	GIAN				DAT	E	
SIGNATURE OF PHYSICIAN COMPL						E (MM/DD/YYYY)	
SIGNATURE OF PHI SICIAN COMPL					DAT		

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