



中銀集團保險有限公司

BANK OF CHINA GROUP INSURANCE COMPANY LIMITED

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香港德輔道中 71 號永安集團大廈九樓

Tel: 3187 5100 Fax: 3906 9906  
電話: 3187 5100 傳真: 3906 9906

Dear Group Medical Insurance Member,

Now you may go to “Group Medical Policy Enquiry” at “Service Support” of our website <http://www.bocgins.com> for the following information;

1. Panel Doctor List (only applicable if Network Consultation benefit is offered in Group Medical Insurance);
2. eMedical Card (only applicable if Network Consultation benefit is offered in Group Medical Insurance);
3. E-Claim Submission
4. Download of Application Forms e.g. claim forms;
5. Claim Summary and Claim History.

You may login “Group Medical Policy Enquiry” by entering your (1) POLICY NO, (2) STAFF NO. or NAME in ENGLISH (e.g. Chan Tai Man), and (3) PASSWORD. Password of new user registration / Password of 1st login after policy renewal: The password should be the 2nd to 7th digits of HKID No. (or other identity document provided to our Company), e.g. A123456(7), please enter password 123456. Please use your date of birth (YYYYMMDD e.g. 19801205) if no identity document number has been provided. We highly recommend you to change the password for security sake.

If you have any questions, please contact your servicing agents or BOCG Insurance Hotline (852) 3187 5100.

Yours sincerely,

Bank of China Group Insurance Company Limited

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親愛的團體醫療保險成員：

閣下現在可透過中銀集團保險的網頁 <http://www.bocgins.com> 登入『服務支援』選項內的『團體醫療保單查詢』查閱以下資料：

1. 網絡醫生 (只適用於團體醫療保障中含醫療網絡保障)；
2. 醫療電子卡 (只適用於團體醫療保障中含醫療網絡保障)；
3. 電子索償；
4. 下載申請表格，如索賠申請表；
5. 索賠總計及索賠記錄。

閣下須輸入(1) 保單編號，(2) 員工編號或英文姓名(例: Chan Tai Man)，及(3) 密碼以登入『團體醫療保單查詢』，首次登入/保單到期完成續保後的第一次以新保單號碼登入之密碼為 閣下之身份證(或其他提供予我司的證件)號碼第 2-7 位數字，例如身份證號碼 A123456(7)，請輸入 123456。如沒有提供身份證或其他證件號碼，請輸入出生日期 (年份月份日期，如：19801205)。為確保資料安全，敬請 閣下於首次登入後更改密碼。

如有任何查詢，歡迎致電 閣下的經紀代理或中銀集團保險熱線 (852) 3187 5100。  
祝安好！

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