# REIMBURSMENT CLAIM FORM

RESOLUTION INSURANCE

Claim Ref. No.

**HEAD OFFICE:** Parkfield Place, Muthangari Drive, Off Waiyaki Way,
P O Box 4469 - 00100, Nairobi, Kenya | Tel No: +254 20 2894 000, +254 20 3874 774
**Pre-Authorization Tel:** +254 20 2894 222, +254 720 756 000, +254 734 828 81 2
Fax: +254 20 2894 210 | Email: care@resolution.co.ke

1. **Patient Must Complete Section A, B and D**
2. **The Attending Doctor Must Complete Section C**
3. **Claims Should Be Submitted Within 30 Days**

## A. PERSONAL DETAILS

Name of Patient: (First Name) (Middle Name) (Last Name)

Membership Number D.O.B: D D M M Y Y

Name of Principal Member: (First Name) (Middle Name) (Last Name)

Principal Member's Employer: (Company Name)

## B. DETAILS OF ILLNESS

Date of first onset of symptoms: D D M M Y Y

Date of first consultation with doctor: D D M M Y Y

### DECLARATION

I hereby declare the above statements to be true and complete. I also consent to Resolution Insurance Company Limited seeking further information from any medical institution or doctor whom my dependants or I have consulted.

Date: D D M M Y Y Signed: _____ Member / Guardian

## C. DIAGNOSIS _____

_____

Doctor's Name: _____

Date: D D M M Y Y Sign & Stamp: _____

## D. BANK DETAILS (Indicate the principal member account details)

Account Holder's Name: (First Name) (Middle Name) (Last Name)

Bank Name: Branch:

Account Number: Account Holder's Relation to the Claimant: _____

## E. REIMBURSEMENT CHECKLIST

The following are **Mandatory** for prompt claims settlement:

- ☐ Original Payment Receipts
- ☐ Itemized Bill
- ☐ Dully signed and stamped Medical Report / Discharge Summary **(for Inpatient ONLY)**
- ☐ Bank Details
- ☐ Narration (if treated by provider on the RIL panel)

**Kindly contact me for the refund on Telephone:** **Email:** _____

***NB: A dully filled reimbursement claim form with all mandatory documents should be submitted to the claims department within 30 days.***