

# Disability Claims Checklist



## Identify your policy *(Please include at least three pieces of identifying information.)*

Policy number.      Policyholder's name.      Policyholder's date of birth.      Policyholder's address.

## What you need to file a claim

Patient's name and date of birth.	For injuries:	For illnesses:
Patient's relationship to policyholder.	Date and description of injury.	Date symptoms first occurred.
For pregnancy:	Location of the injury.	Date of first treatment.
Approximate conception date for pregnancy.		

## Definitions & acronyms

- Itemized hospital bill (IHB).
- HCFA 1500 (non-hospital bill).
- Authorization to obtain information (AU). *(This allows Aflac to request additional documentation on your behalf.)*
- UB04 (itemized hospital bill).
- Motor vehicle accident (MVA).

## Proof of services *(Please obtain the supporting documents for the corresponding benefit.)*

**Physician's statement completed in its entirety.**

**Hospital confinement** - IHB or UB04.

**Disability due to pregnancy.**

**Prior year's tax records** - Needed if self-employed or the policy is less than 2 years old.

**Hospital discharge summary** - Indicating the delivery date and type of delivery.

**Employer's statement completed in its entirety.**

**Physician office notes** - If the physician placed patient on disability prior to delivery.

## MyAflac® helpful tips:

### My Claims



Follow your claim from start to finish and receive alerts if we need additional information through our integrated Claim Status Tracker.



### My Coverage

Here you'll find a copy of your policy and benefit details to see what's covered and benefit amounts.



### My Account

Enroll in direct deposit and receive eligible claims benefits faster. Be sure to enroll at least 24 hours before filing a claim. Otherwise, we will mail you a check.

Aflac coverage is underwritten by American Family Life Assurance Company of Columbus.

In New York, coverage is underwritten by Aflac New York.

This checklist is intended to assist policyholders when filing claims and does not constitute a guarantee of claims payments or act as an all-inclusive list.

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