

**MEDICAL REIMBURSEMENT
PLAN EXPENSE STATEMENT**

Benefit to be paid: Healthcare/Vision Dentalcare Both

Important Information

An expense is eligible for reimbursement under the Medical Reimbursement Plan if:

- it qualifies under the *Income Tax Act* (Canada) for the purpose of calculating the medical expense credit, and
- it is either not covered or only partially covered by another public or private health insurance plan.

If The Great-West Life Assurance Company (Great-West Life) determines that a particular expense is not an eligible expense, the plan member may wish to obtain independent professional tax advice or contact the Canada Revenue Agency for a formal opinion. Further information may be obtained by visiting the Canada Revenue Agency website at www.cra.gc.ca or contacting the Canada Revenue Agency by telephone.

Instructions for Claim Submission

Please:

1. Complete this form in full.
2. Keep a photocopy of this form and your receipts.
3. Staple together and submit:
 - this original form
 - all supporting receipts and invoices, including the other insurer's Explanation of Benefits, if applicable

Note: This form must be signed by the plan member.

Part 1: Plan Member Information

Group Plan Number _____ Plan Member Identification Number _____

Plan Member Name _____

Address: Number and Street _____ Town _____ Province _____ Postal Code _____

I certify that the information given on this claim form is true, correct and complete to the best of my knowledge. I certify that all goods and services being claimed have been received by me, my spouse and/or my dependents; and that my spouse and/or dependents are eligible under the terms of my plan.

I certify that I am claiming expenses that were incurred by myself or a person(s) for whom I am entitled to claim a medical expense credit under the Income Tax Act (Canada).

The submission of fraudulent claims is a criminal offence. Great-West Life takes the submission of fraudulent claims seriously. Suspected fraudulent claims may be reported to your employer or plan sponsor and to the appropriate law enforcement agency.

At Great-West Life, we recognize and respect the importance of privacy. Personal information that we collect will be used for the purposes of assessing your claim and administering the group benefits plan. I authorize Great-West Life, any healthcare or dentalcare provider, my plan administrator, other insurance or reinsurance companies, administrators of government benefits or other benefits programs, other organizations or service providers working with Great-West Life located within or outside Canada, to exchange personal information when necessary for these purposes. I understand that personal information may be subject to disclosure to those authorized under applicable law within or outside Canada.

For a copy of our Privacy Guidelines, or if you have questions about our personal information policies and practices (including with respect to service providers), write to Great-West Life's Chief Compliance Officer or refer to www.greatwestlife.com.

Plan Member Signature _____

Date _____

Turn over for side 2

Part 2: Dependent Information

Patient Name	Relationship to Employee	Date of Birth			Does patient reside with you?		Full-Time Student?		If child over 18 years			
		Year	Month	Day	YES	NO	YES	NO	If student, how many hours per week?	Employed?	How many hours worked per week?	
		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
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					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

Part 3: Coordination of Benefits

Are you or any other member of your family entitled to benefits under any other plan? Yes No
 If yes, name of family member insured _____ Relationship to employee _____
 Name of other insurance company _____ Policy Number _____
 Is any member of your family (other than yourself) insured as an employee under this plan? Yes No
 If yes, name of family member _____
 If yes, to either question above, and the patient is a dependent child, please provide spouse's date of birth: _____ / _____ / _____
(Year / Month / Day)
 Is treatment required as the result of an accident? Yes No If yes, give date, location and explain how accident happened _____

 Is a claim being made for Worker's Compensation Benefits? Yes No

Part 4: Claim Details

Patient Name	Number of Receipts	Type of Expense	Nature of Illness	Total Charge

Expenses Submitted to Great-West Life _____ \$ _____
Number of Receipts Total Charge
 Reimbursement in amounts of \$10.00 or less will be processed at your next claim submission and included with your next payment.

Please send your Medical Reimbursement Plan Expense Statement to the benefit payment office that processes all of your health and dental claims. If you are unsure of the correct benefit payment office, please contact your plan administrator.

The Great-West Life Assurance Company
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 Regina SK S4P 3W7


The Great-West Life Assurance Company
 PO Box 3050 Station Main
 Winnipeg MB R3C 0E6

The Great-West Life Assurance Company
 PO Box 5160 Station B
 London ON N6A 0C6

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 Winnipeg MB R3C 3A5

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 Place Bonaventure
 800 de la Gauchetière Street W Suite 5800
 Montreal QC H5A 1B9

Questions? Call Toll Free: 1.877.883.7072

 For the deaf or hard of hearing:
 Toll Free: 1.800.990.6654