



Use a separate form for each family member. Attach the original receipts for all expenses. Receipts will not be returned, as a copy of the Explanation of Benefits is sent to you and copies of receipts are sufficient for income tax purposes or coordination of benefits with other group plans.

Your claim will be returned to you if the claim form is incomplete.

Member Information Section

Form with fields for Group Number (59315), Certificate Number, Gender (Male, Female, Other), Language Preference (English, French), Last Name, First Name, Date of Birth (Month, Day, Year), Mailing Address, City, Province, Postal Code, Phone Number, Cell Phone, and Email Address.

Patient Information Section

Form with fields for Patient's Name, Relationship to Member, Patient's Date of Birth (Month, Day, Year), and dependent status questions (e.g., 'If child is 18 years of age or older').

Coordination of Benefits Section

Form with coordination questions such as 'Are you or any other member of your family entitled to benefits under any other plan?' and 'Is the treatment required as the result of an accident?'.



Materials Section
**** Must Be Completed By the Provider ****

Date of Service: Month Day Year			Type of Lenses Supplied			Reason for Purchase	
Charges For Materials Supplied	Frames	\$		Left Eye	Right Eye	A. Initial Prescription	
	Lens for Right Eye	\$	Plain Glass			B. Prescription change	
	Lens for Left Eye	\$	Single Vision			C. Loss or breakage	
	Contact Lenses	\$	Bifocal			D. Prescription Sunglasses (provide tint and color no.)	
	Safety Glasses	\$	Trifocal			E. Safety Glasses	
	Other *	\$	Contact			F. Other (Please Explain)	

* Give reasons and specific item cost for "Other" in area 1 (e.g., hardening, tinting, varigray, oversize lenses, etc.)

If glasses are tinted, what was the tint?

Was a deposit made? Yes No If yes, please indicate the amount of the deposit: \$

Name of Prescribing Optometrist or Ophthalmologist – if signed by Optician

I am legally qualified Ophthalmologist Optometrist Optician

Signed: _____ Date: _____ Month Day Year

Address: _____ Phone Number: _____

Payment Assignment Section
**** To Assign Payment Directly to Supplier ****

I hereby assign my benefits payable from this claim to _____ and authorize payment directly to the supplier.
Name of Supplier

Member Signature: _____ Date: Month Day Year

Authorization—Signature Required Below

I hereby authorize any healthcare provider, my plan administrator, my employer, insurance companies, other organizations, or benefit service providers working with Ellement to exchange information when necessary for the purpose of settlement of this claim and to administer the group plan. I authorize release of the information contained in this claim form to the Insurer/Plan Administrator, its authorized representative or consultant for the purpose of settlement of this claim. I understand the information collected is kept in strict confidence and used solely for the purpose of assessing the claim and to administer the group benefit plan. I certify that the information given is true, correct, and complete to the best of my knowledge and that each of the above expenses are for medical treatment that I and/or my dependents received. I understand that the fees listed in this claim may not be covered by or may exceed my plan benefits. I understand that I am financially responsible to the supplier for the entire amount.

Month / Day / Year

Signature of Member

Date Signed