



Claim Procedures

Notifying your Claim

All claims must be notified **within 60 days from the date of injury**. Claims notified after 60 days from the date of injury cannot be processed.

In order to notify a claim, the first 2 pages of the claim form, fully completed, must be sent to Sportspa@gogans.ie. Please note that an email with details of the accident, without claim form attached, **cannot** be taken as a notification.

Medical expenses incurred are covered up to 12 months from the date of injury.

The claimant has 15 months from the date of injury to return the remainder of the claim form and all medical receipts.

Before submitting the remainder of the form, please ensure the following sections/documentation are fully completed:

Section A:

- If the player holds private health insurance, they must submit **ALL** receipts through their Private Health Insurer first in order to obtain a statement of claim. This statement **must refer to each receipt submitted** indicating the amount they will cover (if anything at all) under their policy. Please note a copy of the policy will not suffice.

Section B:

- The player must provide a brief description of how their injury occurred i.e. running for the sliothar and fell / collided with another player.
- Insurers will require a copy of the referee report. If no report is available or if the player was injured during a club training session, a letter on headed paper from the club secretary confirming details of how the injury occurred during the match/training session will suffice.

Section F:

- This section must be completed by the medical practitioner who first attended the player's injury – **no details are to be completed by the club or claimant**.
- An official stamp is required for this section. If no stamp is available, a letter on headed paper from the medical practitioner confirming the details in Section F will suffice.
- Where the player is claiming for physiotherapy, a referral letter from a medical practitioner is required.

Section G:

- This section must be signed & dated by the claimant, the club secretary & the club chairperson.
- Please ensure to indicate to whom the cheque is to be made payable to.

Important Notes

This policy covers injury as a result of accidents only. Gradual / Wear and Tear injuries are excluded. An excess applies per injury / claim, and this amount is noted on your certificate of cover. The applicable excess will be deducted from any settlement made.