

### Where to submit the claim

A&H Claims Department  
Tata AIG General Insurance Company  
Limited, 7th and 8th Floor, Romell  
Tech Park, Cama Industrial Estate,  
Western Express Highway,  
Goregaon(E), Mumbai,  
Maharashtra 400063



### How to track the claim

#### STEP 1



Open  
[www.tataaig.com](http://www.tataaig.com)  
and click on Self Service

#### STEP 2



Login & choose  
search claims

#### STEP 3



Track claim status with the  
help of Policy Number/  
Member ID/ Claim Number

Please submit complete documents as per the check list for speedy claim settlement.

### CHECK-LIST

S.No.	Document	Yes	No	Type of document
1.	Copy of cancelled cheque for the proposer - Account holder's name, account number and IFSC code should be printed on the submitted copy			Original/Photo Copy
2.	If the claimed amount is more than 1 Lakh; CKYC Form along with Photograph + PAN Card Copy of the Proposer + Address Proof			Original/Photo Copy
3.	Claim form - Please fill all the mandatory fields with appropriate information			Original/Photo Copy
4.	Tata AIG Health Card or Policy Copy			Original/Photo Copy
5.	ID, Address & Age Proof of the Patient			Original/Photo Copy
6.	Discharge/ Daycare Summary from the hospital indicating the presenting complaints, diagnosis, treatment given and past medical history			Original/Photo Copy
7.	Consolidated Final Bill along with breakup of the individual items			Original Mandatory
8.	Proof of payment paid at hospital - cash receipt			Original Mandatory
9.	In case of Implants being used - Please share relevant Invoice & Sticker			Original Mandatory
10.	Pharmacy & Lab Bills			Original Mandatory
11.	Diagnostic/ Lab Reports for submitted bills			Original/Photo Copy
12.	Doctor Prescriptions for submitted pharmacy bills			Original/Photo Copy
13.	Medical records and consultation papers prior to hospitalization			Original/Photo Copy
14.	Any previously approved settlement letter from other insurance (if any)			Original/Photo Copy
15.	In case of accidental injuries, please submit Medico-Legal Certificate (MLC) /First Information Report (FIR)			Original/Photo Copy
16.	In case of death of the proposer, details of nominee (as per policy schedule), along with address & ID proof of nominee			Original/Photo Copy
17.	Hospital Registration Certificate			Original/Photo Copy

Note: All financial documents (bills & receipts) should be submitted in original.

### TYPE OF CLAIM (Please submit a different form for each type of claim)

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Section A: Critical Illness<br>Select Plan:<br><input type="checkbox"/> Smart Century Premier Plan<br><input type="checkbox"/> Smart Half Century Plan | <input type="checkbox"/> Section B: Cancer 360 Degree<br><input type="checkbox"/> Section C: Hospital Cash | <input type="checkbox"/> Section D: Wellsurance Benefit<br>Select Plan:<br><input type="checkbox"/> Classic<br><input type="checkbox"/> Supreme<br><input type="checkbox"/> Elite |
|---|--|---|

Tata AIG General Insurance Company Limited



Reported to police: Yes  No

MLC Report & Police FIR attached: Yes  No  (If yes, attach report)

System of Medicine  Allopathy  Other (Please Specify) \_\_\_\_\_

**DETAILS OF CLAIM**

**(SECTION E)**

Details of the treatment expenses claimed:		Details of Lump sum/cash benefit claimed:	
Type of claims	Total expenses	Type of claims	Total expenses
Section A: Critical Illness		Section A: Critical Illness	
Health Checkup		Critical Illness	
Section B: Cancer 360 Degree		Smart Cancer Care	
In-Patient Treatment		Section C: Hospital Cash	
Pre- Hospitalization expenses		In Patient Hospital Cash	
Post-Hospitalization expenses		Prolonged Hospital Cash Benefit	
Day Care Treatment		ICU Cash Benefit	
Organ Donor Expenses		Accidental Hospitalization Cash Benefit	
Home Care (Cancer)		Accidental Hospitalization ICU Cash Benefit	
Chemotherapy and Radiotherapy Cover		Section D: Wellsurance Benefit	
OPD Cover (Outpatient)		Minor Surgeries	
Advanced Treatments for Cancer		Major Surgeries	
Hotel accommodation		Post Hospitalization Benefit	
Transportation Expenses			
Ambulance Cover			
High End Diagnostics			
Palliative Care for Cancer			
Psychiatric Counseling			
Health Check up			
Global Cover			
Consumable Benefit			

Note: Please submit a different form for each type of claim

**DETAILS OF BILLS ENCLOSED:**

**(SECTION F)**

S. No.	Bill No.	Date	Issued by	Towards	Amount	Total
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
				Grand Total		

Note: In case of multiple bills, you can attach a separate sheet.

Incase of delay in submitting the documents (Post 30days from Date of Discharge), please provide a separate covering letter with the reason for the delay.

**Tata AIG General Insurance Company Limited**

**DETAILS OF PRIMARY INSURED BANK ACCOUNT:**

**(SECTION G)**

PAN:

Account No.:

Bank Name and Branch: \_\_\_\_\_

Cheque/DD Payable details: \_\_\_\_\_ IFSC Code:

Please provide a Cancelled cheque of Proposer (with printed Payee Name)

**DECLARATION BY THE INSURED**

**(SECTION H)**

I hereby declare that the information furnished in this Claim Form is true & correct to the best of my knowledge and belief. If I have made any false or untrue statement, suppression or concealment of any material fact with respect to questions asked in relation to this claim, my right to claim reimbursement shall be forfeited. I also consent & authorize TPA/insurance company, to seek necessary medical information/documents from any hospital/Medical Practitioner who has attended on the person against whom this claim is made. I hereby declare that I have included all the bills/receipts for the purpose of this claim & that I will not be making any supplementary claim except the pre/post-hospitalization claim, if any.

Date: \_\_\_\_\_ Signature of the Insured \_\_\_\_\_

Place: \_\_\_\_\_

To be filled in by the Hospital. The issue of this Form is not to be taken as an admission of liability. Please include the original pre-authorization request form in lieu of PART A.

Please fill-up this form in CAPITAL LETTERS.

## DETAILS OF HOSPITAL

(SECTION A)

Name of the Hospital: \_\_\_\_\_

Type of Hospital:  Network  Non-network (If non-network fill Section D) ROHINI ID: \_\_\_\_\_

Facilities available in the hospital: OT:  ICU:

Name of the treating Doctor: \_\_\_\_\_  
Prefix First Name Middle Name Last Name

Qualification: \_\_\_\_\_ Phone No.:

Registration No.: \_\_\_\_\_  
 (with State Code)

## DETAILS OF THE PATIENT ADMITTED

(SECTION B)

Name of the Patient: \_\_\_\_\_  
Prefix First Name Middle Name Last Name

IP Registration Number: \_\_\_\_\_ Gender:  M  F Age:  Years  Months

Date of Birth:  Date of Admission:  Time: \_\_\_\_\_

Date of Discharge:  Time: \_\_\_\_\_

Type of Admission:  Emergency  Planned  Day Care  Maternity

If Maternity: i) Date of Delivery: \_\_\_\_\_ i) Gravida Status:  G  P  L  A

Status at time of discharge:  Discharge to home  Discharge to another hospital  Deceased

Total claimed amount ₹:

## DETAILS OF AILMENT DIAGNOSED (PRIMARY)

(SECTION C)

ICD 10 Codes:	Description	ICD 10 PCS:	Description
i) Primary Diagnosis	_____	i) Procedure 1	_____
ii) Additional Diagnosis	_____	ii) Procedure 2	_____
iii) Co-morbidities	_____	iii) Procedure 3	_____
iv) Co-morbidities	_____	iv) Details of Procedure	_____

Pre-authorization obtained:  Yes  No Pre-authorization Number:

If authorization by network hospital not obtained, give reason: \_\_\_\_\_

Hospitalization due to injury:  Yes  No

i) If yes, give cause:  Self-inflicted  Road Traffic Accident  Substance abuse / alcohol consumption

ii) If injury due to Substance abuse/alcohol consumption, Test Conducted to establish this:  Yes  No (If Yes, attach report)

iii) If Medico legal:  Yes  No iv) Reported to Police:  Yes  No v) FIR No.:

vi) If not reported to police, give reason: \_\_\_\_\_

Tata AIG General Insurance Company Limited

**ADDITIONAL DETAILS IN CASE OF NON-NETWORK HOSPITAL**  
(ONLY FILL IN CASE OF NON-NETWORK HOSPITAL)

(SECTION D)

Name of the Hospital: \_\_\_\_\_

Address: \_\_\_\_\_

City/Town \_\_\_\_\_ District \_\_\_\_\_

Pin Code       State \_\_\_\_\_

E-Mail \_\_\_\_\_ Phone

Registration No.: \_\_\_\_\_ Hospital PAN:           Number of In-patient beds: \_\_\_\_\_

with State Code

Facilities available in the hospital: i) OT:  Yes  No ii) ICU:  Yes  No iii) Others \_\_\_\_\_

**DECLARATION BY THE HOSPITAL**  
(PLEASE READ VERY CAREFULLY)

(SECTION E)

We hereby declare that the information furnished in this Claim Form is true & correct to the best of our knowledge and belief. If we have made any false or untrue statement, suppression or concealment of any material fact, our right to claim under this claim shall be forfeited.

Date: \_\_\_\_\_

Place: \_\_\_\_\_ Signature and Seal of the Hospital Authority: \_\_\_\_\_

Communication details of TPA (kindly submit the duly signed, filled claim form along with original documents at the following address)

Health Claims Hub, Tata AIG General Insurance Co. Ltd. Door No. 615, 616, 5th and 6th Floor, Imperial Towers, Ameerpet, Next to Ameerpet Metro Station, Hyderabad - 500016, Telangana, Phone-040-66864900. Toll-Free: 1800 266 7780 or 1800 229 966 (For Senior Citizens). Website: www.tataaig.com. Email: healthclaimsupport@tataaig.com

**Prohibition of Rebates - Section 41 of Insurance Act, 1938 as amended by Insurance Laws (Amendment) Act, 2015**

1. No person shall allow or offer to allow, either directly or indirectly, as an inducement to any person to take out or renew or continue an insurance in respect of any kind of risk relating to lives or property in India, any rebate of the whole or part of the commission payable or any rebate of the premium shown on the policy, nor shall any person taking out or renewing or continuing a policy accept any rebate, except such rebate as may be allowed in accordance with the published prospectus or tables of the insurer.
2. Any person making default in complying with the provisions of this section shall be liable for a penalty which may extend to ten lakh rupees.

Insurance is the subject matter of solicitation. For more details on risk factors, terms and conditions, please read sales brochure carefully, before concluding a sale.

With reference to IRDAI Circular No. IRDAI/SDD/MISC/CIR/135/07/2016, KYC details are required for Individual/ Retail policy holders, if the total claimed amount exceeds ₹100,000

CENTRAL KYC REGISTRY | Know Your Customer (KYC) Application Form | Individual

**Important Instructions:**

- A) Fields marked with '\*' are mandatory fields.
- B) Tick '✓' wherever applicable.
- C) Please fill the form in English and in BLOCK letters.
- D) Please fill the date in DD-MM-YYYY format.
- E) Please read section-wise detailed guidelines / instructions at the end.
- F) For a particular section update, please tick (✓) in the box section number and strike off the sections not required to be updated.
- G) List of State / U.T code as per Indian Motor Vehicle Act, 1988 is available at the end.
- H) List of two character ISO 3166 country codes is available at the end.
- I) KYC number of applicant is mandatory for update application.
- J) The 'OTP based E-KYC' check box is to be checked for accounts opened using OTP based E-KYC in non-face to face mode



For office use only (To be filled by financial institution)

Application Type\*  New  Update

KYC Number  (Mandatory for KYC update request)

Account Type\*  Normal  Minor  Aadhaar OTP based E-KYC (in non-face to face mode)

1. PERSONAL DETAILS\* (Please refer instruction A at the end)

Name\* (Same as ID proof)

Prefix	First Name	Middle Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Maiden Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Father / Spouse Name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mother Name	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date of Birth\*  Gender\*  M- Male  F- Female  T-Transgender

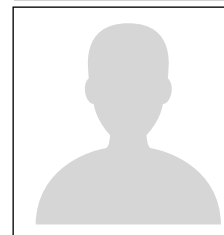
Pan\*   Form 60 furnished

2. PROOF OF IDENTITY AND ADDRESS\* (Please refer instruction B at the end)

I. Certified copy of OVD or equivalent e-document of OVD or OVD obtained through digital KYC process needs to be submitted (anyone of the following OVDs)

- A- Passport Number
- B- Voter ID Card
- C- Driving Licence
- D- NREGA Job Card
- E- National Population Register Letter
- F- Proof of Possession of Aadhaar

PHOTO\*



- II.  E-KYC Authentication
- III.  Offline verification of Aadhaar

Address

Line 1\*

Line 2

Line 3  City / Town / Village\*

District\*  Pin / Post Code\*

State / U.T Code\*  ISO 3166 Country Code\*





7. ATTESTATION / FOR OFFICE USE ONLY

- Documents Received   
  Certified Copies   
  E-KYC data received from UIDAI   
  Data received from offline verification  
 Digital KYC Process   
  Equivalent e-document   
  Video Based KYC

KYC VERIFICATION CARRIED OUT BY		INSTITUTION DETAILS	
Date	<input type="text"/>	Name	<input type="text"/>
Emp. Name	<input type="text"/>	Code	<input type="text"/>
Emp. Code	<input type="text"/>	[Institution Stamp]	
Emp. Designation	<input type="text"/>		
Emp. Branch	<input type="text"/>		
[Employee Signature]			

To know more about Instructions / Checklist / Guidelines for filling Individual KYC Application Form, please visit E-KYC website.