

AME GAP/GAP+ CLAIM FORM



You can complete and submit your form online with required documents via the online form at <https://ametrust.org/file-a-claim/>

Instructions For Filing a GAP/GAP+ Claim

1. Please complete Statement of Insured below, answering all questions fully.
2. Attach the Explanation of Benefits (EOB) provided by the insurer for your Comprehensive Major Medical Plan, aka your Health Insurance, to this claim form.
3. Return this claim form, all itemized bills and EOBs to the address listed below or upload to the AME Claims Portal at <https://ametrust.org/claim-form-uploader/>

Statement of Insured

First Name: _____ Last Name: _____ ☐ Male ☐ Female
Date of Birth: _____ Social Security Number: _____ Phone Number: _____
Group Number: _____ Member Number: _____

Patient First Name: _____ Patient Last Name: _____ Date of Birth: _____

Relationship to Insured: ☐ Self ☐ Son ☐ Daughter ☐ Spouse

Describe Injury or Sickness Completely (If injury, describe how accident occurred):

Date of Injury or Beginning of Sickness: _____ Name of Physician Who Treated this Condition: _____

Address of Physician Who First Treated this Condition

Date of First Treatment: _____ Location of Treatment: _____ ☐ Hospital ☐ Free-Standing Surgery Center ☐ Emergency Room

Is Injury or Sickness Due to Employment? ☐ Yes ☐ No

Will You or Your Dependent File for Worker's Compensation? ☐ Yes ☐ No

Are you or your dependent covered under any other insurance plan, Student Accident, Hospital Indemnity or Governmental Plan?
☐ Yes ☐ No

If Yes, please specify insurance carrier's name, address, policy number, and daily benefit amount, if applicable, for any other insurance plan that you currently have, or any plan that has terminated since the effective date of your coverage under AME GAP/GAP+ plan.

Name of Company	Address	Coverage Type	Policy Number	Benefit Amount	Termination Date

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime, and subjects such person to criminal and civil penalties. By signing below, you agree under penalties of perjury that the information in this statement is complete and true to the best of your knowledge.

Please refer to the "Fraud Warning Notices" insert for your state.

Insured's Signature: _____ Date: _____

AME Trust Customer Service 877.414.5434
15814 Champion Forest Drive Ste. 260
Spring, TX 77379
customerservice@ametrust.org

AUTHORIZATION FOR RELEASE OF HEALTH-RELATED INFORMATION

I authorize the disclosure of health information regarding, or related to:

Name: _____ Date of Birth: _____ Member #: _____ Claim #: _____

I authorize the disclosure of any and all information that: (i) is created or received by a health care provider, health plan including health insurer or health insurance agent, public health authority, employer, life insurer, school or university, or health care clearinghouse; and (ii) relates to the past, present, or future physical or mental health or condition of an individual listed above; the provision of health care to an individual listed above; or the past, present, or future payment for the provision of health care to an individual listed above. This Authorization permits the disclosure of all medical records including without limitation those containing information relating to diagnoses, treatments, consultation, care, advice, laboratory or diagnostic tests, physical examinations, recommendations for future care, and prescription drug information. I specifically authorize the disclosure of information related to (i) communicable diseases, including HIV, AIDS or AIDS related complex (to the extent permitted by both state and federal law); (ii) drug and alcohol abuse and treatment; (iii) mental illness and treatment; and (iv) genetic conditions including genetic testing (to the extent permitted by both state and federal law). Notwithstanding the above, this Authorization does not authorize the release of psychotherapy notes. I authorize any and all health care providers including without limitation physicians, medical practitioners, hospitals, clinics, medical or medically-related facilities, pharmacy benefit managers, pharmacies or pharmacy-related facilities; and any and all health plans, insurance companies, insurance support organizations such as MIB, Inc. ("MIB"), business associates of health plans or insurance companies and those persons or entities providing services to such business associates to disclose the information described above. I authorize AME Trust including its affiliated companies, subsidiaries and business associates, including those persons or entities providing services to its business associates, to receive the disclosure of information authorized herein and use the information disclosed pursuant to this Authorization to administer the above referenced individual's health insurance coverage. I authorize AME Trust or its reinsurers to make a brief report of my protected health information to MIB. A photographic copy of this Authorization shall be as valid as the original. I agree that this Authorization shall be valid for two years from the date shown below. I understand that my providers may not refuse to provide treatment for health care services if I refuse to sign this Authorization. I further understand that if I refuse to sign this Authorization to release my complete medical record, AME Trust may not be able to make any benefit payments. I understand that I have the right to revoke this Authorization in writing, at any time, by providing written request for revocation to: AME Trust, 3000 Wesleyan St. Suite 305, Houston, TX 77027. Attention: Privacy Officer. I understand that any information that is disclosed pursuant to this Authorization may be re-disclosed and once re-disclosed, may no longer be covered by federal rules governing privacy and confidentiality of health information.

Signature of Individual or Individual's Personal Representative: _____ Date: _____

If signed by the individual's personal representative, e.g. a parent on behalf of a child, describe your authority to sign on the behalf of the individual:

NOTICE OF INFORMATION PRIVACY PRACTICES

Protecting Your Information

AME Trust (*herein referred to as "we," "us," "our"*) maintains physical, electronic and procedural safeguards to protect your nonpublic personal information.

Collecting Information

We collect information about you in order to conduct business. Such uses are: to process requests for insurance products, to provide customer service, to process claims, to fulfill legal and regulatory requirements and for other lawful purposes. We collect this information from you, as well as from other sources. We restrict access to your information to those working on our behalf who have a need to know it in order for us to provide products and services to you. We require them to secure the information and keep it confidential.

- Information we collect may include all the information you share with us, including for example, your:
 - Name
 - Address
 - Telephone number
 - Date of birth
 - Social security number
 - Employer name and income
 - Beneficiary data
 - Financial account numbers
 - Medical information
 - and other information you share with us
- We may also collect data we receive from other sources, as allowed by law, which may include:
 - Medical information
 - Consumer report information in accordance with the Fair Credit Reporting Act
 - Participant information from organizations that purchase products or services from us for the benefit of the members or employees, such as group insurance
 - Information to assist us in complying with state and federal laws

Sharing Information

We do not share information about our customers or former customers with anyone, except as permitted or required by law.

- We may share information with third parties without your authorization as permitted by law. Such information is used on our behalf by these third parties to:
 - Process or service your insurance transactions with us
 - Perform underwriting, administrative, account maintenance and claims functions
 - Provide customer service or reinsurance coverage prevent fraud
 - Perform other business functions on our behalf
- We may also share your information with:
 - A consumer reporting agency in accordance with the Fair Credit Reporting Act
 - A third party to comply with federal, state or local laws, subpoenas, or summonses
 - Regulators
 - or as otherwise permitted or required by law

Third parties receiving information from us are required to: keep it confidential and to comply with all applicable federal and state privacy laws.

Sharing Information

You have the right to request access to all the information we have on you. You must make your request in writing to the address below.

Amendments to Your Information

You have the right to request an amendment, correction or deletion of information which we hold about you which you believe may be inaccurate. We are not obligated to make updates to your data based on your request. You must make the request in writing and state the reasons you are requesting the change. Write us at the address below.

If you have questions about this notice or would like more information about our privacy policies, please write us at:

FRAUD WARNING NOTICES FOR CLAIMS

PLEASE READ THE FRAUD WARNING NOTICE FOR YOUR STATE

ALABAMA: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution, fines, or confinement in prison, or any combination thereof.

ALASKA: A person who knowingly and with intent to injure, defraud or deceive an insurance company files a claim containing false, incomplete, or misleading information may be prosecuted under state law.

ARIZONA: For your protection Arizona law requires the following statement to appear on this form. Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.

ARKANSAS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

CALIFORNIA: For your protection California law requires the following to appear on this form: Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

COLORADO: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies.

DELAWARE: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, files a statement of claim containing any false, incomplete or misleading information is guilty of a felony.

DISTRICT OF COLUMBIA: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

FLORIDA: Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

IDAHO: Any person who knowingly, and with intent to defraud or deceive any insurance company, files a statement of claim containing any false, incomplete, or misleading information is guilty of a felony.

INDIANA: A person who knowingly and with intent to defraud an insurer files a statement of claim containing any false, incomplete, or misleading information commits a felony.

KENTUCKY: Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

LOUISIANA: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

MAINE: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits

MARYLAND: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

MINNESOTA: A person who files a claim with intent to defraud or helps commit fraud against an insurer is guilty of a crime.

NEW HAMPSHIRE: Any person who, with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud, as provided in NH Rev. Stat. Ann. §638:20.

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FRAUD WARNING NOTICES FOR CLAIMS

PLEASE READ THE FRAUD WARNING NOTICE FOR YOUR STATE

NEW JERSEY: Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

NEW MEXICO: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES.

NEW YORK: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance of statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

OHIO: Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

OKLAHOMA: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

OREGON: Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may be guilty of insurance fraud.

PENNSYLVANIA: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

PUERTO RICO: Any person who knowingly and with the intention of defrauding presents false information in an insurance application, or presents, helps, or causes the presentation of a fraudulent claim for the payment of a loss or any other benefit, or presents more than one claim for the same damage or loss, shall incur a felony and, upon conviction, shall be sanctioned for each violation with the penalty of a fine of not less than five thousand dollars (\$5,000) and not more than ten thousand dollars (\$10,000), or a fixed term of imprisonment for three (3) years, or both penalties. Should aggravating circumstances are present, the penalty thus established may be increased to a maximum of five (5) years, if extenuating circumstances are present, it may be reduced to a minimum of two (2) years.

RHODE ISLAND: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

TENNESSEE: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits

TEXAS: Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

VIRGINIA: ANY PERSON WHO, WITH THE INTENT TO DEFRAUD OR KNOWING THAT HE IS FACILITATING A FRAUD AGAINST AN INSURER, SUBMITS AN APPLICATION OR FILES A CLAIM CONTAINING A FALSE OR DECEPTIVE STATEMENT MAY HAVE VIOLATED THE STATE LAW.

WASHINGTON: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits

WEST VIRGINIA: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

ALL OTHER STATES: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.