

# Making a Claim

Gymnastics Australia National Risk Protection Programme



## Personal Accident | Non-Medicare Medical Claims

**Step 1** – Notify SUA\* of your intention to lodge a claim (must be within 28 days of the date of injury) by phoning 1300 363 413

**Step 2** – Access a current claim form from the JLT Sport web site or alternatively contact SUA on 1300 363 413

**Step 3** – Complete all relevant sections of the claim form

**Step 4** – Send your claim form to SUA Claims Department – PO Box 2717, Taren Point NSW 2229 or Fax – 02 9524 9003

**Step 5** – SUA will confirm receipt of your claim or make contact with you should they require more information

### Important Information

- The Health Insurance Act (Cth) 1973 does not allow the insurer to reimburse you for any treatments registered with Medicare. This also means the insurer can not reimburse the “Medicare Gap”. For details regarding Medicare please refer to [www.medicare.gov.au](http://www.medicare.gov.au)
- Send ONLY original receipts and keep a copy for yourself
- Claim on Private Health Insurance FIRST (if you have Private Health Cover). Attach their Statement of Payment with your claim form.
- All treatment must be certified as ‘necessary’ by your treating physician.
- Do not wait for all treatments to be completed before completing your claim form. Treatments may continue even after you have submitted your claim.

## Personal Accident | Loss of Income Claims

Complete Steps 1-4 as detailed above

### Important Information

- Claim forms must be lodged within 180 days from the date of your injury/accident
- A 14 day waiting period applies which means you must be off work for at least this period of time before any payments can be made (14 calendar days).
- You must be in permanent full-time employment up to the time of your injury
- Your loss of income claims must be accompanied by a Medical Certificate for each period away from work

## Personal Accident | Capital Benefit Claims

If you would like to make a claim against the Capital Benefit section of the Personal Accident policy, please notify JLT Sport in writing. This type of claim relates to permanent or partial disabilities received as a result of a gymnastics related injury. You will still need to complete a claim form at some stage.

## General Liability, Errors & Omissions and Club Management Liability

If an incident occurs that could lead to a liability claim, you must notify JLT Sport in writing immediately. It is extremely important that if an incident occurs, club officials/administrators do not admit liability or discuss the matter with any third party. JLT Sport Claims staff will make contact with you to discuss the next step in the process.

*\*Sports Underwriting Australia Pty Ltd (SUA) is the administrator of the Personal Accident Policy (arranged by JLT Sport) for Gymnastics Australia National Risk Protection Programme. SUA administers all claims associated with this policy.*

*Quick lodgement and a fully completed claim form  
will ensure speedy payment of your claim*

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