

REQUIRED DOCUMENTS FOR SUBMISSION OF REIMBURSEMENT CLAIM

Intimation of hospitalization should be submitted to Insurance Company / TPA within 24 hours of admission through letter / E-mail, Intimation Mail -ID - Customerservice@hitpa.co.in

1. Properly filled up **Claim Form** along with copy of intimation letter.
2. Copy of **HITPA E** card with valid photo ID proof.
3. Original **First prescription** of Doctor's.
4. **For Pre-Post Hospitalization treatment:** Original medicine / investigation bills along with the original reports etc. Prescribed by the treating doctor.
5. Original prescription of **Doctor's advice** for hospitalization.
6. Original **Discharge summary**.
7. Original hospital **Final bill** containing breaks-up including Physicians / Surgeons / Anesthetics fees.
8. **For hospitalization treatment** - All Original medicine / investigation bills along with the original reports etc. Prescribed by the treating doctor.
9. **Proper numbered money receipt** of payment during hospitalization.
10. Invoice / Sticker of Implant, in case of fracture MLC / FIR / Self-declaration, Pre-post X-ray plate confirming fracture must be submitted with claim.

Submission of Hospitalization / Pre & Post- Hospitalization Claim should be submitted to TPA within 15 days of discharge from hospital.

IMPORTANT CONTACT DETAILS:

Health Insurance TPA of India Ltd

**Address: Health Insurance TPA of India Ltd.
1st Floor, National Insurance Building,
8, India Exchange Place, Kolkata- 700001**

Sr. No	Name	Contact Number	E-Mail ID
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The New India Assurance Co. Ltd.

Kolkata Divisional Office-510500,
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➤ **Contact Person:**

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