

# YELLOWKNIFE MINOR HOCKEY ASSOCIATION

## INSURANCE CLAIMS

### POLICY AND PROCEDURES

Approved: 14 November 2007

#### 1.0 INTRODUCTION

Supplementary insurance coverage is one of the benefits derived from registration with Hockey Canada. The statement is intended to describe:

- The scope of the supplementary insurance benefits; and
- The procedures for filing an insurance claim.

#### 2.0 SCOPE OF BENEFITS

- Hockey Canada is strictly a supplemental insurer. If you have access to any other insurance, you must pursue your claim through that insurance first.
- Hockey Canada insurance will cover only those costs which are not covered by your primary insurance to their policy limits.

#### 3.0 HOW TO MAKE A CLAIM

A person who wishes to make a claim should undertake the following steps:

1. Obtain a Hockey Canada Accident Report Form from the Governor or the Executive Committee (the form is also on the Association website).
2. Complete the entire form. Have a team official complete the team section and your Doctor or Dentist complete the back of the form.
3. Submit the fully completed form to Hockey North within 90 days of the accident, along with any receipts or invoices you may have at that time.
4. Accident Report Forms will not be accepted unless received by Hockey North within 90 days of the date of accident.
5. Only original receipts and invoices will be accepted.
6. It takes a minimum of three months to receive payment on claims.