



...peace of mind for whatever is beyond your horizon

# Scanning of Claim Forms

At ALC Health we are always looking at improving our procedures to benefit our clients. It is therefore with great pleasure that we would like to announce a new process for Corporate Schemes.

Going forward we have put in place a procedure which will allow claims to be scanned or faxed rather than posted.

The procedure for this process is as follows:-

The fully completed claim form along with receipts/invoices can either be faxed to +353 1 645 4033 or scanned and then emailed to [claims@allianzworldwidecare.com](mailto:claims@allianzworldwidecare.com)

You will be requested to keep copies of the original claim form and receipts for up to 6 months as these may be required for verification at a later date.

We are sure this will make the claims process even smoother.

Please feel free to contact us should you have any questions regarding this process