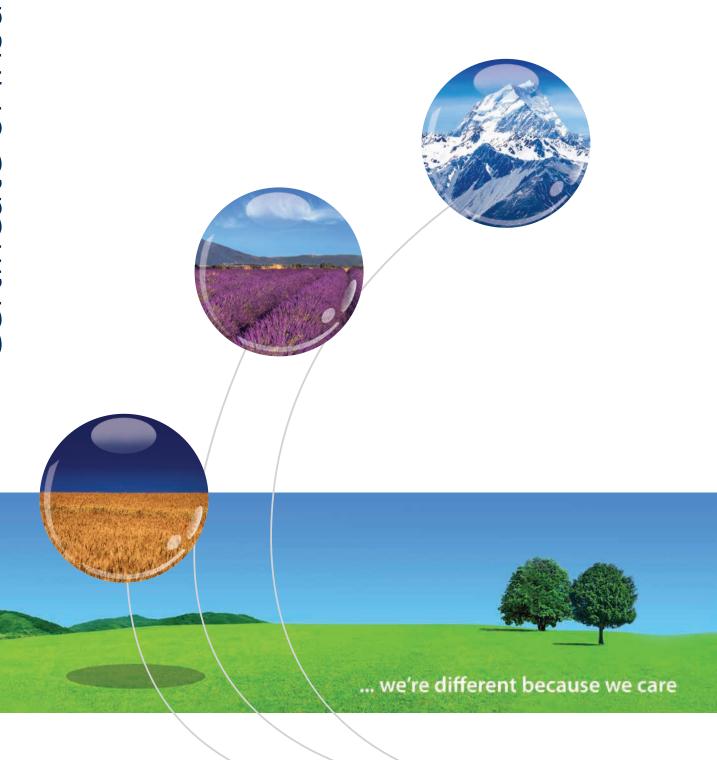
# Flying Colours

Prima Platinum Prima Premier Prima Classic





#### Welcome to your Prima Plan Insurance Policy.

In return for payment of the premium shown in **your Declaration of Insurance**, **we** agree to provide **you**, subject to the terms and conditions contained in this **policy**, with the cover and benefits described in this **policy** for medically necessary eligible **treatment**.

The Master Policy is a legal contract among us, the Assured and you, the insured person. This Certificate of Insurance, Application Form and any endorsements, is an outline and evidence of the insurance provided by the Master Policy. This Certificate of Insurance does not extend or change the coverage provided by the Master Policy. The insurance evidenced by this Certificate of Insurance is subject to all terms and conditions of the Master Policy, including the application, and any endorsements. Please read the whole policy carefully and keep it in a safe place.

Certain words in this **policy** have a specific meaning. Wherever words appear in bold in this **policy**, they will have the meanings shown in the definitions section.

All documentation and correspondence relating to this **policy** will be written in English.

This **policy** is underwritten by **SiriusPoint**. **SiriusPoint** is authorised by the Prudential Regulation Authority and regulated by both the Prudential Regulation Authority and the Financial Conduct Authority (202912). Establishment offices: Floor 4, 20 Fenchurch Street, London EC3M 3BY, UK. **SiriusPoint** is a UK establishment office (BR002760) of **SiriusPoint** International Insurance Corporation (Publ) which is registered in Sweden (516401-8136). Authorised and regulated by the Swedish Financial Supervisory Authority (22061). Registered address: Fleminggatan 14, 112 26 Stockholm, Sweden.



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# **Certificate of Insurance** effective 01 January 2025

For **Insured Persons** whose **Country of Residence** is outside of Bermuda, United Kingdom, Gibraltar and the European Economic Area (EEA).



**Prima Platinum** 



**Prima Premier** 



**Prima Classic** 

# **Level of Cover**

This **policy** provides cover for the following benefits in respect of **treatment** of an **insured person** provided during the **period of cover** for a **medical condition**. All benefits, including full refunds, are conditional upon charges being **reasonable and customary**.

#### Overall policy limit

The overall **policy** limit is the most **we** will pay for each **insured person** in any **period of cover**. The overall **policy** limit and any monetary limits to the benefits will be determined by the currency which **you** have selected for **your policy**.

# **The Cover**

# In-patient & day-patient Treatment

(treatment received by an insured person when admitted to a hospital bed for an overnight stay of one (1) or more nights or as a day-patient)

# Accommodation

Hospital accommodation in a ward, semi-private or private room.

A cash benefit is available when **you** choose to downgrade from a **private room** to a **semi-private room** or ward for eligible **treatment** received in Hong Kong.

#### **Parent Accommodation**

Room charges for one parent or legal guardian to stay with an **insured person** who is under 18 years of age whilst admitted to a **hospital** bed for an eligible **medical condition**.

#### **Professional Fees**

Specialist, medical practitioner and qualified nurse fees (including surgeons' and anaesthetists' fees) associated with providing consultations or administering treatment.

#### Medication

Drugs, medicines and dressings when prescribed by a specialist or medical practitioner.

#### Diagnostics

Diagnostic tests and procedures, including x-rays, pathology, computerised tomography and magnetic resonance imaging (brain and body scans).

#### Theatre Fees

Operating theatre fees.

# Reconstructive Surgery

Reconstructive surgery required following an accident or following surgery for an eligible medical condition which occurred after your date of entry and which is performed within twelve (12) months of the accident or surgery.

#### Chronic Conditions - Acute

Treatment required to stabilise an acute episode of a chronic condition, including medical practitioner and specialist fees, diagnostics and medication.

#### Chronic Conditions - Routine Management

Routine management and maintenance of a chronic condition, including medical practitioner and specialist fees, diagnostics and medication.

#### **Chronic Conditions - Palliative**

Palliative treatment of a chronic condition.

#### Kidney Dialysis

Acute episode of an eligible medical condition which would result in the need for Kidney Dialysis.

Routine management, maintenance and palliative treatment of a chronic condition which requires ongoing Kidney Dialysis.

# Oncology

All **treatment** aimed to cure cancer, manage and maintain irrecoverable cancer and **palliative treatment** during the end stages of cancer. The benefit includes oncologist and **specialist** fees, diagnostics, **medication**, radiotherapy, chemotherapy and immunotherapy.

#### IVF Treatment (excluding costs incurred within the first ten (10) months of your date of entry)

Up to three (3) cycles of in-vitro fertilisation where there is a medical reason why **you** are unable to conceive naturally, including **specialist** fees and **medication**. All cover under this benefit is subject to **pre-authorisation** by **us.** If it is not **pre-authorised** by **us**, then **we** reserve the right to decline the claim in full.

# Organ Transplants

Transplant of any human organ in respect of costs incurred by an **insured person** to receive a donor organ. No costs incurred in locating and harvesting a donor organ are covered.

#### Complications of Pregnancy (excluding costs incurred within the first ten (10) months of your date of entry)

**Treatment** of new eligible **medical conditions** which arise during the antenatal stages of pregnancy, or which occur during the childbirth/delivery.

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Prima Classic

£1,250,000: €1,500,000: US\$1,875,000



Prima Premier



Prima Platinum



£2,500,000: €3,000,000: US\$3,750,000

£5,000,000: €6,000,000: US\$7,500,000

Limited to £200,000: €240,000: US\$300,000

Full Refund

Full Refund £70: €84: US\$105 each night up to a maximum 15 nights	Full Refund £70: €84: US\$105 each night up to a maximum 15 nights	Full Refund £100: €120: US\$150 each night up to a maximum 15 nights
Full Refund	Full Refund	Full Refund
Full Refund	Full Refund	Full Refund
Full Refund	Full Refund	Full Refund
Full Refund	Full Refund	Full Refund
Full Refund	Full Refund	Full Refund
Full Refund	Full Refund	Full Refund
Full Refund	Full Refund	Full Refund
Not Covered	Limited to £50,000: €60,000:	Limited to £100,000: €120,000: US\$150,000
Not Covered	US\$75,000	Full Refund
Full Refund  Not Covered	Full Refund Limited to £20,000: €24,000: US\$30,000	Full Refund Limited to £50,000: €60,000: US\$75,000
Full Refund	Full Refund	Full Refund
Not Covered	Not Covered	Limited to £2,000: €2,400: US\$3,000 per cycle and a maximum of 3 cycles per lifetime. This benefit is subject to 50% <b>co-insurance</b>

Limited to £200,000: €240,000: US\$300,000

Full Refund

3

Full Refund

Limited to £200,000: €240,000: US\$300,000

#### Newborn Cover - Premature Births

Cover in respect of a premature baby (i.e. where birth is prior to 37 weeks gestation) in respect of an **acute** or **chronic medical condition** requiring **in-patient treatment**. The mother named on the birth certificate must have been insured with **us** for at least ten (10) months prior to the birth date. All cover is subject to the **newborn** being added to the **policy** from birth and within thirty (30) days of birth.

#### Newborn Cover - Congenital

Cover in respect of a **newborn** baby requiring **treatment** or **palliative treatment** of a **congenital anomaly** which is diagnosed within twelve (12) months of birth. All cover is subject to the **newborn** being added to the **policy** from birth and within thirty (30) days of birth.

#### Physiotherapy

Physiotherapy when such **treatment** is recommended by a **specialist** and **treatment** is carried out by a **physiotherapist** and is administered during the period of stay in **hospital**.

#### Rehabilitation

Rehabilitation when it is considered an integral part of treatment, is supervised by a specialist and is undertaken in a recognised rehabilitation unit.

#### Psychiatric Illness

Treatment administered by a clinical psychiatrist or psychologist, including specialist consultations, assessments, diagnostics and medications and given in a recognised psychiatric unit of a hospital. All treatment under this benefit is subject to pre-authorisation by us. If treatment is not pre-authorised by us, then we reserve the right to decline the claim in full.

#### **Ancillary Charges**

The purchase or rental of crutches or wheelchairs following treatment as an in-patient or day-patient.

Provision of external prostheses following treatment of an eligible medical condition.

### **Home Nursing**

Home nursing provided by a **qualified nurse**, when **medically necessary**, recommended by a **specialist** and required as a vital part of **treatment** to aid recovery from an eligible **medical condition**, immediately following release from a **hospital in-patient** or **day-patient** stay.

#### Transportation

Charges for a road ambulance, or costs associated with another form of transport if a road ambulance is inappropriate, for transportation to **hospital** when the **medical practitioner** advises it is **medically necessary**.

#### **Post Operative Cover**

Out-patient treatment or consultations received within six (6) months of hospital discharge for an eligible medical condition which required hospital admission.

#### Cash Benefit

Where **hospital** accommodation and all **treatment** costs are provided in a State or Charitable **Hospital** and no claim is submitted under this **policy** for **reimbursement** of any **in-patient** costs, and providing that the **medical condition** suffered would be eligible for benefit.

#### **Emergency Treatment Outside Area of Cover**

Treatment (through a medical practitioner or specialist commencing within 24 hours of the emergency event), when admitted to a hospital bed as an in-patient or day-patient, required as result of an accident or the sudden beginning or worsening of a severe illness resulting in a medical condition that presents an immediate threat to the insured person's health.

# Prima Classic



#### Prima Premie



# Prima Platinum



Cover for the first 30 days of life is limited to a maximum sum insured of £10,000: €12,000: US\$15,000 each baby. Thereafter, cover will exclude any **medical condition** which exists at the end of the first 30 day period

Cover for the first 30 days of life is limited to a maximum sum insured of £10,000: €12,000: US\$15,000 each baby. Thereafter, cover will exclude any medical condition which exists at the end of the first 30 day period

Cover for the first 30 days of life is limited to a maximum sum insured of £20,000: €24,000: US\$30,000 each baby. Thereafter, cover will exclude any **medical condition** which exists at the end of the first 30 day period

£100,000: €120,000: US\$150,000 Lifetime Limit

£100,000: €120,000: US\$150,000 Lifetime Limit

£100,000: €120,000: US\$150,000 Lifetime Limit

Full Refund

Full Refund

Full Refund

Not Covered

Full Refund

Full Refund

Limited to 30 days each year

Limited to 30 days each year

Limited to 30 days each year

Limited to £500: €600: US\$750

Not Covered

Limited to £500: €600: US\$750

Not Covered

Limited to £500: €600: US\$750

Limited to £2,000: €2,400: US\$3,000

Limited to 12 weeks for each condition and a maximum of 26 weeks **each year** 

Limited to 12 weeks for each condition and a maximum of 26 weeks **each year** 

Full Refund

Full Refund

Full Refund

Full Refund

Covered under out-patient treatment

Limited to £1,500: €1,800: US\$2,250 each year unless out-patient treatment is selected

Covered under out-patient treatment

£200: €240: US\$300 each night up to a maximum of 30 nights

£200: €240: US\$300 each night up to a maximum of 30 nights

£300: €360: US\$450 each night up to a maximum of 30 nights

For trips up to a maximum of 6 weeks Maximum 42 nights **each year** Maximum sum insured of £50,000: €60,000: US\$75,000 For trips up to a maximum of 6 weeks Maximum 42 nights **each year** Maximum sum insured of £50,000: €60,000: U\$\$75,000 For trips up to a maximum of 6 weeks Maximum 42 nights **each year** Maximum sum insured of £50,000: €60,000: US\$75,000

#### **Out-patient Treatment (OPTIONAL BENEFIT for Prima Premier)**

(treatment received but without admission to a hospital bed)

#### Overall Limit

#### **Professional Fees**

Medical practitioner, specialist and qualified nurse fees incurred for consultations and examinations. If you are unable to attend your medical practitioner's office for medical reasons, the consultation can be done by telephone or video conference with your medical practitioner.

#### Diagnostics

Diagnostic procedures, including x-rays, pathology, computerised tomography and magnetic resonance imaging (brain and body scans).

#### Surgical Treatment

Minor surgical procedures when carried out by a medical practitioner or specialist.

#### Medication

Drugs, medicines and dressings when prescribed by a specialist or medical practitioner, unless specified elsewhere in 'The Cover'.

#### Transportation

We will pay for medically necessary travel by road ambulance to the nearest appropriate hospital accident and emergency department for eligible treatment.

#### **Chronic Conditions - Acute**

Treatment required to stabilise an acute episode of a chronic condition, including medical practitioner and specialist fees, diagnostics and medication.

#### Chronic Conditions - Routine Management and Palliative Care

Routine management and maintenance of a **chronic** condition, or **palliative treatment** of a **chronic** condition, including **medical practitioner** and **specialist** fees, diagnostics and **medication**.

# **Kidney Dialysis**

Acute episode of an eligible medical condition which would result in the need for Kidney Dialysis.

Routine management, maintenance and palliative treatment of a chronic condition which requires ongoing Kidney Dialysis.

#### Oncology

All **treatment** aimed to cure cancer, manage and maintain irrecoverable cancer and **palliative treatment** during the end stages of cancer. The benefit includes oncologist and **specialist** fees, diagnostics, **medication**, radiotherapy, chemotherapy and immunotherapy. Includes road ambulance costs for transportation to and from the **out-patient** unit of a **hospital** for the administering of this specific **treatment**.

Purchase of wigs during active **treatment** of cancer which is covered by **your** plan.

#### Physiotherapy

Physiotherapy on recommendation by a **medical practitioner** or **specialist** and where **treatment** is carried out by a **physiotherapist**. A referral from **your medical practitioner** or **specialist** is valid for six (6) months only, after which time a new referral letter would be required. If during this six (6) month period **you** require physiotherapy for a different **medical condition**, then a new referral will be required. A **treatment** plan from **your physiotherapist** will be required for review and after each ten (10) sessions. **Treatments** are recorded and, if required, additional information may be requested.

### Chiropody or Podiatry

Treatment by a Chiropodist or Podiatrist without referral from a medical practitioner.

#### **Complementary Treatment**

Treatment administered by and medication prescribed by chiropractors, osteopaths, homeopaths, acupuncturists.

Dietician (limited to one (1) visit per year).

Recommendation by a **medical practitioner** or **specialist** is required for all **complementary treatments**. A referral from **your medical practitioner** or **specialist** is valid for six (6) months only, after which time a new referral letter would be required. If during this six (6) month period **you** require **complementary treatment** for a different **medical condition**, then a new referral will be required. A **treatment** plan from **your** therapist will be required for review and after each ten (10) sessions.

#### **Traditional Chinese Medicine**

Chinese herbal medicine and treatment administered by a recognised traditional Chinese herbalist or practitioner

#### **Psychiatric Illness**

Treatment administered by a clinical psychiatrist or psychologist, including specialist consultations, assessments, diagnostics and medications. All treatment under this benefit is subject to pre-authorisation by us. If treatment is not pre-authorised by us, then we reserve the right to decline the claim in full. A treatment plan from your psychiatrist or psychologist will be required for review and after every three (3) months.

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Prima Classic	Prima Premier	Prima Platinum
Out-patient limit of £10,000: €12,000: US\$15,000 within overall policy limit of £1,250,000: €1,500,000: US\$1,875,000	Limited to the overall <b>policy</b> limit of £2,500,000: €3,000,000: US\$3,750,000	Limited to the overall <b>policy</b> limit of £5,000,000: €6,000,000: US\$7,500,000
Full Refund within overall <b>out-patient</b> limit	Full Refund	Full Refund
Full Refund within overall <b>out-patient</b> limit	Full Refund	Full Refund
Full Refund within overall <b>out-patient</b> limit	Full Refund	Full Refund
Full Refund within overall <b>out-patient</b> limit	Full Refund	Full Refund
Full Refund within overall <b>out-patient</b> limit	Full Refund	Full Refund
Full Refund within overall out-patient limit	Full Refund	Full Refund
Not Covered	Limited to £5,000: €6,000: US\$7,500 each year	Limited to £10,000: €12,000: US\$15,000 <b>each year</b>
Full Refund within overall <b>out-patient</b> limit	Full Refund	Full Refund
Not Covered	Limited to £5,000: €6,000: US\$7,500 each year	Limited to £10,000: €12,000: US\$15,000 each year
Full Refund within overall <b>policy</b> limit of £1,250,000: €1,500,000: US\$1,875,000	Full Refund	Full Refund
£300: €360: US\$450 per lifetime	£300: €360: US\$450 per lifetime	£500: €600: US\$750 per lifetime
Limited to £1,500: €1,800: US\$2,250 each year within overall out-patient limit	Limited to £3,000: €3,600: US\$4,500 each year	Limited to £5,000: €6,000: US\$7,500 each year
Limited to £250: €300: US\$375 each year within overall out-patient limit	Limited to £250: €300: US\$375 each year	Limited to £500: €600: US\$750 each year
Limited to £1,500: €1,800: US\$2,250 <b>each year</b> within overall <b>out-patient</b> limit	Limited to £3,000: €3,600: US\$4,500 each year	Limited to £5,000: €6,000: US\$7,500 each year
Limited to £500: €600: US\$750 each year within overall out-patient limit	Limited to £500: €600: US\$750 <b>each year</b>	Limited to £1,500: €1,800: US\$2,250 each year
Not Covered	Limited to £5,000: €6,000: US\$7,500 each year	Limited to £10,000: €12,000: US\$15,000 each year

#### Hormone Replacement Therapy

**Medical practitioner** or **specialist** consultations and prescribed **treatment** when administered for the sole purpose of treating a hormone imbalance condition.

#### Optical

Eye examination carried out by an optometrist or ophthalmologist.

Prescribed glasses and contact lenses to correct vision when your prescription has changed.

#### Well-being Benefit

(excluding costs incurred within the first ten (10) months of purchase date of this benefit or your date of entry, whichever is the latter)

#### **Hearing Test**

Annual Hearing Test carried out by a medical practitioner.

#### **Routine Health Checks**

Tests/screenings when performed by a **medical practitioner**, that are undertaken without any clinical symptoms being present including the following examinations performed at an appropriate age interval for the early detection of illness or disease:

- Vital signs (blood pressure, cholesterol, pulse, respiration, temperature etc)
- Cardiovascular examination
- Neurological examination
- Cancer screening
- Well child test

#### Vaccinations

Cost of drugs and consultations to administer all basic immunisations and booster injections required under regulation of the country in which treatment is being given and any medically necessary travel vaccinations and malaria prophylaxis.

#### **Emergency Dental Treatment**

Emergency out-patient dental treatment received in a dental surgery or hospital emergency room for the immediate relief of dental pain, including temporary fillings limited to three (3) fillings per period of cover, and/or the repair of damage caused in an accident. The treatment must be received within 36 hours of the emergency event. This does not include any form of dental prosthesis or root canal treatment.

# Other Benefits

# 24/7 Medical Helpline

# Access to MyALC

Within 'MyALC' **our** online member area **you** will be able to:

- Pre-authorise your treatment
- Easily submit **your** claims
- Download a copy of your Declaration of Insurance
- Read secure messages from **our** claims team
- Search for a medical facility
- Obtain useful travel and security information
- Start a web chat
- Access the secure premium payment area

#### **Prima Classic** Prima Premier Prima Platinum Not Covered Full Refund Full Refund Full Refund limited to one examination Full Refund limited to one examination Full Refund limited to one examinatio each year each year each year Limited to £300: €360: US\$450 each year Limited to £500: €600: US\$750 each year Limited to £200: €240: US\$300 each year within overall **out-patient** limit The total of the benefits available The total of the benefits available within the The total of the benefits available within the within the Well-being Benefit is Well-being Benefit is limited to £500: €600: Well-being Benefit is limited to £1,000: €1,200: limited to £250: €300: US\$375 US\$750 each year US\$1,500 each year each year within overall out-patient limit One test each year One test each year One test each year Full Refund within Well-being limit Children up to the age of Children up to the age of Children up to the age of 6 years, limited to 15 visits per lifetime 6 years, limited to 15 visits per lifetime 6 years, limited to 15 visits per lifetime Full Refund within Well-being limit Full Refund within Well-being limit Full Refund within Well-being limit

Included	Included	Included
Included	Included	Included

Limited to £250: €300: US\$375 each year

Full Refund

Limited to £500: €600: US\$750 each year

Full Refund

Not Covered

Full Refund

#### Routine Pregnancy & Childbirth (OPTIONAL BENEFIT)

(excluding costs incurred within the first ten (10) months of purchase date of this benefit or your date of entry, whichever is the latter)

Routine pregnancy and childbirth costs, including pre and postnatal check-ups, scans (maximum of three (3), one per trimester) and delivery costs for a routine vaginal delivery, assisted vaginal delivery or an elective caesarean.

#### **Well Baby Examination**

Paediatrician costs for the first examination or check-up of a newborn baby, provided the examination is made within seventy-two (72) hours of delivery.

#### Newborn Accommodation

Cot and nursing charges for newborn baby/babies (up to six (6) months of age) to stay with a mother who is admitted to hospital as an in-patient.

#### Cash Benefit

Where hospital accommodation and all costs relating to the birth of the child are provided in a State or Charitable Hospital and no claim is submitted for reimbursement of any of these costs.

### Dental Treatment (OPTIONAL BENEFIT)

Dental treatment as shown in the table of benefits below when performed by a Dental Practitioner (excluding costs incurred within the first six (6) months of purchase date of this benefit or your date of entry, whichever is the latter other than

Accidental Damage caused to sound natural teeth, which is covered immediately).

10

The procedures below are limited to the amounts shown and are subject to an overall maximum limit each year for routine dental treatment.

Overall Limit

Routine examination, including check-up and x-rays.

Cleaning and polishing (whether performed by a dental practitioner or hygienist).

Fillings (amalgam or composite material).

Diagnostics - Diagnostics test and procedures.

Extractions of teeth other than wisdom teeth.

Wisdom tooth extraction when performed in a dental surgery.

New porcelain crown/inlay.

Repair of crown/inlay.

Root canal treatment.

### **Prima Classic**





# Prima Platinum



Optional pregnancy limits (for each pregnancy)

- £3,000: €3,600: US\$4,500
- £5,000: €6,000: US\$7,500

Optional pregnancy limits (for each pregnancy)

- £3,000: €3,600: US\$4,500
- £5,000: €6,000: US\$7,500
- £7,500: €9,000: US\$11,250
- £10,000: €12,000: US\$15,000

Optional pregnancy limits (for each pregnancy)

- £3,000: €3,600: US\$4,500
- £5,000: €6,000: US\$7,500
- £7,500: €9,000: US\$11,250
- £10,000: €12,000: US\$15,000
- £20,000: €24,000: US\$30,000

Full Refund within the applicable pregnancy limit

Limited to £50: €60: US\$75 each night up to a maximum of 20 nights

Limited to £100: €120: US\$150 each night up to a maximum of 30 nights Limited to £100: €120: US\$150 each night up to a maximum of 30 nights

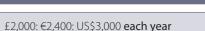
# **Prima Classic**





# Prima Platinum

2 visits each year



£1,000: €1,200: US\$1,500 each year

£70: €84: US\$105 each visit maximum 2 visits each year

£70: €84: US\$105 each visit maximum 2 visits each year

£70: €84: US\$105 each tooth

£300: €360: US\$450 each year

£70: €84: US\$105 each tooth

Full Refund within overall dental limit of £1,000: €1,200: US\$1,500 each year

£300: €360: US\$450 each tooth

£125: €150: US\$190 each tooth

£250: €300: US\$375 each tooth

£1,000: €1,200: US\$1,500 each year

£300: €360: US\$450 each year

£125: €150: US\$190 each tooth

£250: €300: US\$375 each tooth

£70: €84: US\$105 each visit maximum 2 visits each year

£70: €84: US\$105 each visit maximum 2 visits

each year

2 visits each year

£500: €600: US\$750 each year

£100: €120: US\$150 each tooth

£100: €120: US\$150 each visit maximum

£100: €120: US\$150 each visit maximum

£70: €84: US\$105 each tooth £100: €120: US\$150 each tooth

£70: €84: US\$105 each tooth

Full Refund within overall dental limit of £1,000: €1,200: US\$1,500 each year

Full Refund within overall dental limit of £2,000: €2,400: US\$3,000 each year

£300: €360: US\$450 each tooth £500: €600: US\$750 each tooth

£250: €300: US\$375 each tooth

£400: €480: US\$600 each tooth

New bridge. All costs relating to fitting a new bridge, including extractions of crowns required to support the new bridge.

Repair of bridge. All costs relating to repairing a bridge, including extractions of crowns required to support the bridge.

New dentures.

Orthodontic treatment (to move teeth or adjust underlying bone) when medically necessary for oral health.

Dental implants to restore function or appearance following an **accident**. Notification of **treatment** must be received within five (5) days from the date of the **accident** occurring.

**Emergency** dental **treatment** for the relief of pain, being **treatment** of an abscess, cracked or broken tooth rebuild or temporary filling. The **treatment** must be received within thirty-six (36) hours of the **emergency** event.

The procedures below are not subject to the overall maximum limit each year for routine dental treatment, they are subject to the overall policy limit.

Accidental Damage caused to sound natural teeth lost or damaged in an accident. Treatment must be received within five (5) days from the date of the accident occurring.

Dental Surgery undertaken in a hospital or dental surgery by an oral and maxillofacial surgeon or surgical dentist:

Surgical removal of impacted or buried wisdom teeth and extractions of complicated buried roots.

Apicectomy.

# **Evacuation or Repatriation (OPTIONAL BENEFIT)**

(for eligible medical conditions requiring immediate emergency hospital in-patient or day-patient admission only)

#### Evacuation

The cost of transporting an **insured person** (and one other relative/colleague to travel as escort) to the nearest appropriate medical facility for **in-patient** or **day-patient treatment** of an **accident** or **medical condition** within the **insured persons area of cover** which, in the opinion of the **appointed medical practitioner**, cannot be treated adequately locally or at the place of incident.

The method of transportation shall be the decision of the assistance company we have appointed to act for us.

# Following evacuation

Hotel accommodation for escort and insured person when required pre and post hospital admission.

Return airflight (economy class) for the **insured person** and their escort.

#### Repatriation

The cost of transporting an insured person (and one (1) other relative/colleague to travel as escort) to their country of nationality or country of residence for in-patient or day-patient treatment of an accident or medical condition which cannot be treated adequately locally or at the place of incident. The method of transportation shall be the decision of the assistance company we have appointed to act for us. (If the country of nationality or country of residence falls outside the geographical area covered under your policy, treatment and transportation costs will not be considered.)

# **Mortal Remains**

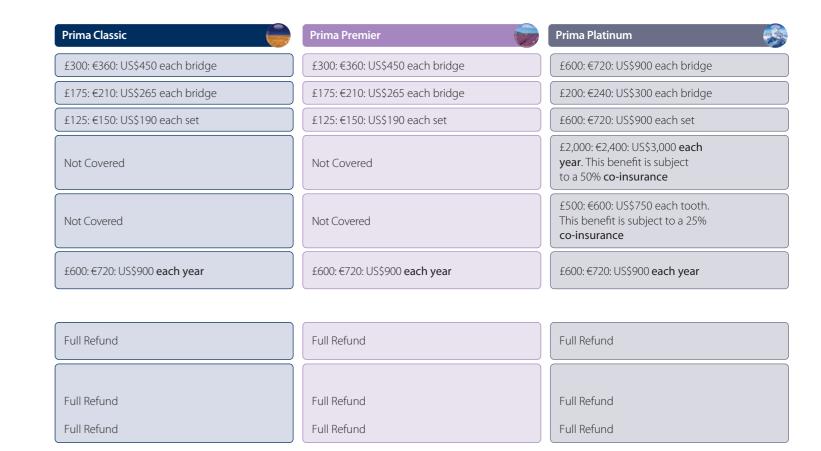
Burial or cremation costs in the country of death

or

transportation of body or ashes to country of nationality or country of residence.

(If the country of death, country of nationality or country of residence falls outside the geographical area covered under your policy costs will not be considered.)

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#### **ACCIDENT**

A sudden, unexpected or unforeseen event resulting in an identifiable physical injury to an insured person.

#### ACCIDENTAL DAMAGE TO TEETH

An accidental injury to sound natural teeth which have been lost, damaged or dislodged.

#### **ACUTE**

A medical condition that is likely to respond guickly to treatment which aims to return **you** to the state of health **you** were in immediately before suffering the disease, illness or **accident**, or which leads to **your** full recovery

#### ADVICE

Any consultation or discussion with a medical practitioner or specialist, including check-ups and the issue of any prescriptions (including repeat prescriptions)

#### **APPLIANCE**

Prosthetic or surgical appliance required as an integral, vital part of treatment. We will pay for a spinal support, knee brace or air cast or any other similar appliance when confirmed as medically necessary and an essential part of a surgical operation or treatment.

#### APPOINTED MEDICAL PRATICTIONER

A medical practitioner chosen by us to advise us on your medical condition and need for the evacuation or repatriation service.

#### AREA OF COVER

The area to which your cover is restricted. The available areas are as defined below and your selection will be specified on your Declaration of Insurance.

Area 1 - Europe - (see back page)

Area 2 - Worldwide excluding United States of America and any USA territories

#### Area 3 - Worldwide

If **you** are a USA passport holder, and **you** select this Area, **your** cover in the USA will be restricted to the first ninety (90) days in aggregate spent there during any one policy year.

# **ASSURED**

Means Conyers Trust Company (Bermuda) Limited, as Trustee of the Global Medical Services Group Insurance Trust, Richmond House, 12 Par-La-Ville Road, Hamilton HM 08, Bermuda.

#### **BIRTH INJURY**

A deformity or medical condition which is caused during childbirth.

### CERTIFICATE OF INSURANCE

Means this document as issued to you, that describes and provides an outline and evidence of eligible coverages and benefits payable to, or for the benefit of **you** under the insurance contract, which includes the **Master** Policy, application, Declaration of Insurance and any Endorsements.

# CHIROPODIST

A practising **chiropodist** who is registered and legally licensed to practise chiropody in the country where treatment is provided.

# **CHRONIC**

A medical condition which has at least one (1) of the following characteristics:

- It continues indefinitely and has no known cure It comes back or is likely to come back
- It is permanent
- You need to be rehabilitated or specially trained to cope with it
- It needs long-term monitoring, consultations, check ups, examinations
- It needs ongoing or long-term control or relief of symptoms

### COMMENCEMENT DATE

The date shown on the Declaration of Insurance on which the cover provided by this **policy** starts.

#### **COMPLEMENTARY TREATMENT**

Therapeutic and diagnostic **treatment** that exists outside the institutions where conventional medicine is taught. Such medicine includes chiropractic treatment, osteopathy, homeopathy, dietician and acupuncture treatment as practiced by approved therapists.

# COMPLICATIONS OF PREGNANCY

Complications of pregnancy covered under this policy are: pre-eclampsia, miscarriage, threatened miscarriage, gestational diabetes, when the foetus has died and remains with the placenta in the womb, still birth, heavy bleeding in the hours and days immediately after childbirth (post-partum haemorrhage), afterbirth left in the womb after delivery of the baby (retained placental membranes) and complications following any of the above conditions.

#### **CO-INSURANCE**

The percentage of the total value of incurred expenses for which the insured person is responsible.

# CONGENITAL ANOMALY (Birth Defects)

An intra-uterine development of an organ or structure that is abnormal with reference to form, structure or position.

### CORRECTIVE DEVICE

A device for treating a medical condition, for example a C-pap machine or a wearable defibrillator such as a life vest.

#### **COUNTRY OF NATIONALITY**

The country for which you are a passport holder.

#### **COUNTRY OF RESIDENCE**

The country in which you normally live at the time of the commencement date or at each subsequent renewal date.

The date shown on the Declaration of Insurance on which an insured person was first covered under this policy.

#### DAY-PATIENT

An insured person who is admitted to a hospital bed in a ward, semiprivate or private room because they need a period of medical supervision out does not need to remain in hospital overnight.

#### DECLARATION OF INSURANCE

The document giving details of the policyholder, the insured persons, the period of cover, the date of entry and the level of cover and any endorsements that may apply.

#### DENTAL PRACTITIONER

A person who is registered and is legally licensed to practise dentistry in the country where treatment is provided.

A spouse or adult partner and/or unmarried children, step-children, legally adopted children and foster children who are under 25 years of age, permanently living with you or in full-time education. Children will be accepted from birth, provided that **we** receive notification of their arrival within thirty (30) days from birth. Notification received after this period will result in children being accepted for cover from the date of such notification.

# **ELECTIVE CAESAREAN**

A caesarean section operation for delivery of a baby, which is not as a result of medical intervention, necessity or recommendation.

The sudden onset of a serious and unexpected acute medical condition or injury requiring immediate medical **treatment**, that without **treatment** commencing within 24 hours of the emergency event could result in death or serious damage to bodily function.

#### **ENDORSEMENT**

Any change to terms and conditions agreed by us that can extend or restrict cover.

#### **EVACUATION OR REPATRIATION**

Moving you to another hospital which has the necessary medical facilities either in the country where you are taken ill or in another nearby country (evacuation) or bringing you back to your principal country of residence or your home country (repatriation). The service includes any medically necessary treatment administered by the international assistance company appointed by us whilst they are moving you.

Any treatment that includes completely new and/or untested drugs, procedures or services, or the use of which is for a purpose other than the use for which they have previously been approved by the regulatory body in the country where you are receiving treatment; new drug procedures or service combinations; and/or alternative therapies which are not internationally accepted standards of current medical practice. In the absence of demonstrable regulatory approval of a drug, procedure or service in the country where treatment is being obtained, the drug, procedure or service must have been approved by the U.S. Food and Drug Administration (FDA).

#### **EXTERNAL PROSTHESIS**

An artificial device that replaces a missing body part and is worn externally.

# **FOETAL SURGERY**

Treatment given or undertaken on a foetus whilst in the womb.

#### **GUARANTEE OF PAYMENT**

A formal notice provided by the claims handlers, to guarantee the payment of an agreed invoice cost to a medical practitioner, specialist or hospital subject to any terms and conditions specified.

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An establishment which is legally licensed as a hospice or hospital under the laws of the country in which it is located where palliative end of life care is provided.

# **Definitions - continued**

An establishment which is legally licensed as a medical or surgical **hospital** under the laws of the country in which it is located.

#### HORMONE REPLACEMENT THERAPY (HRT)

Treatment given to treat a hormone imbalance condition.

#### **IN-PATIENT**

An insured person who is admitted to a hospital bed in a ward, semiprivate or private room and out of medical necessity is required to stay for one (1) or more nights.

#### INSURED PERSON/YOU/YOUR

You and/or the dependants named on the Declaration of Insurance who are covered under this **policy**.

#### **INTENSIVE CARE**

Treatment in a defined intensive care unit, intensive therapy unit, high dependency unit or coronary care unit, which provides constant monitoring after surgical operation or illness.

In-vitro fertilisation. A cycle is the removal of the egg, fertilisation and then the implantation of the embryo into the womb of an insured person.

#### LIFE EVENT

Any of the following:

- The birth of a baby
- A new spouse/adult partner living with you
- A child of the new spouse/adult partne
- A step-child living with you Legal adoption of a child
- Fostering of a child

# KIDNEY DIALYSIS (Haemodialysis)

Treatment that filters and purifies the blood using a dialysis machine.

The **policy** issued by **us** to the **assured** which details the level of cover provided by us to the insured person as detailed in this Certificate of Insurance.

#### MEDICAL CONDITION

Any accident, injury, illness or disease, including psychiatric illness.

#### MEDICAL PRACTITIONER

A legally licensed doctor, physician or specialist recognised by the law of the country where treatment is provided and who, in rendering such treatment, is practising within the scope of his/her licensing and training, and who holds primary degrees in medicine or surgery as recognised by the World Health Organisation.

#### MEDICALLY NECESSARY/MEDICAL NECESSITY

Treatment prescribed by a medical practitioner or specialist necessary to evaluate, diagnose or treat a medical condition or its symptoms which is deemed to be appropriate for your medical condition and is not considered to be experimental, unlicensed or unproven, which as determined by us are-

- in accordance with generally accepted and published standards of medical practice, as determined by us where necessary
- clinically appropriate, in terms of type, frequency, extent, site and duration and thought to be effective for the patient's medical condition
- not primarily for the patient's or specialist's convenience • no more costly than an alternative service(s), at least as likely to produce the same therapeutic or diagnostic results
- received through an appropriate medical facility and admission type, for example, in-patient, day-patient or out-patient

We do not pay for treatment, which in our view, does not fall within this definition or is being undertaken solely at your request.

Drugs, medicines and dressings (including prostheses when used as an integral part of a surgical procedure) prescribed by a medical practitioner or **specialist** and used in accordance with the prescription. This also includes consumables used in an operating theatre and/or hospital

# **NEWBORN**

A newborn infant, or neonate, is a child under the age of thirty (30) days.

#### **ONCOLOGY**

The field of medicine devoted to cancer treatment including the use of medicines (immunotherapy/chemotherapy), surgery and radiation (radiotherapy).

#### ORGAN TRANSPLANT

The surgical procedures to perform a transplant of an organ.

Affecting structure, function, development or appearance of teeth, upper or lower jaw or oral cavity.

# **OUT-PATIENT**

admitted to a hospital bed.

#### PALLIATIVE TREATMENT

Treatment given to an insured person, the primary purpose of which is only to offer temporary relief of symptoms, rather than to cure, stop, reverse or delay progression of the medical condition causing the

#### **PATHOLOGY**

Tests carried out to help determine or assess the nature of disease and the changes in structure and functions brought about by disease.

#### PERIOD OF COVER/EACH YEAR

The period of time for which cover is provided. This is specified on the Declaration of Insurance. This will normally be a twelve (12) month period starting from the commencement date or renewal date.

# PHYSIOTHERAPIST

A person who is qualified to practice physiotherapy, has full registration under the Medical Acts specialising in physiotherapy and is registered and legally licensed in the country where treatment is provided.

A practising **podiatrist** who is registered and legally licensed to practice podiatry in the country where treatment is provided.

Means the contract of insurance between you and us. It consists of this Certificate of Insurance, the Declaration of Insurance, the application and any Endorsements.

#### **POLICY EXCESS**

The specified monetary amount payable by an insured person in respect of expenses incurred before any benefit is paid under this policy. The policy excess applies per person per policy year and is applied to in-patient, day-patient and out-patient medical and associated expenses only. The **policy excess** does not apply to Well-being, vaccinations and optical benefits.

# The person or company with whom **we** have contracted this **policy** and

who is principally responsible for payment of the premiums. PRE-AUTHORISATION/PRE-AUTHORISED A service provided by the claims handlers, to a claimant to confirm

# policy cover before committing to any costs or treatment.

PRIVATE ROOM A standard single room in a hospital with a private bathroom and for the exclusive use of a patient. Cover is for a standard **private room** only. Suites, VIP, premium, deluxe, executive private rooms (or similar) are

### not covered. PRE-EXISTING

Any **medical condition** for which, within the five (5) years prior to **your** date of entry as shown on your Declaration of Insurance, you:

- a. had experienced and or suffered from any signs or symptoms, whether investigated or not;
- b. had sought or received advice;
- c. had been recommended to have or had received medical treatment, including lifestyle changes and special diets, drugs, medication and injections: or
- d. to the best of your knowledge, you were aware you had.

# PROFESSIONAL SPORTS

Engaging in or training in any sport for which a salary or monetary payment is received, including grants or sponsorship (unless these are travel costs only). This includes players, trainers and coaches.

# **PSYCHIATRIC ILLNESS**

Treatment of a mental disorder carried out by a clinical psychologist/ psychiatrist. A disorder which affects the mind, mental function or emotions associated with present distress, or substantial impairment of the individual's ability to function in a major life activity (e.g. employment). The aforementioned condition must be clinically significant and not merely an expected response to a particular event such as bereavement, relationship or academic problems and acculturation. The disorder must meet the criteria for classification under an international classification system such as Diagnostic and Statistical Manual (DSM-IV) or the International Classification of Diseases (ICD-10).

# **QUALIFIED NURSE**

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A nurse whose name is currently on any register or roll of nurses maintained by any statutory nursing registration body, within the country where treatment is provided.

### REASONABLE AND CUSTOMARY

Charges which are, based upon all the information and data available to us, not excessive for the type of treatment provided, in the location received and given by the specific treating medical practitioner.

Note that, in certain circumstances, we will have agreed charges with specific hospitals or medical facilities for particular procedures and accommodation and that this data will be considered by **us** as part of determining what is a reasonable and customary charge.

# **Definitions - continued**

We may verify the fees with a government health department or other independent third party if necessary.

### RECONSTRUCTIVE SURGERY

Surgery that is **medically necessary** to restore function or appearance after a disfiguring **accident** or as a result of an eligible **medical condition**.

#### **REHABILITATION**

**Treatment** given with the aim of restoring health and mobility after injury or illness to a state in which an **insured person** can be self-sufficient.

#### REIMBURSEMENT

A process provided by the claims handlers, to repay to claimants any sums paid by them in respect of eligible claims under this **policy**.

#### RENEWAL DATE

Twelve (12) calendar months from the **commencement date** or from the previous **renewal date**.

#### **RESIDENTIAL CARE**

Care provided for people who may need assistance with day to day tasks such as washing or dressing but don't require more specialist nursing care or support; also described as assisted living facilities, board and care homes, or rest homes.

#### **SEMI-PRIVATE ROOM**

A standard room in a **hospital** which is not exclusive and which may be shared with other patients. Suites, VIP, premium, deluxe, executive private rooms (or similar) are not covered.

#### **SIRIUSPOINT**

SiriusPoint International Insurance Corporation. Authorised by the Prudential Regulation Authority and regulated by both the Prudential Regulation Authority and the Financial Conduct Authority (202912). Establishment offices: Floor 4, 20 Fenchurch Street, London EC3M 3BY, UK. SiriusPoint International Insurance Corporation is a UK establishment

office (BR002760) of **SiriusPoint** International Insurance Corporation (Publ) which is registered in Sweden (516401-8136). Authorised and regulated by the Swedish Financial Supervisory Authority (22061). Registered address: Fleminggatan 14, 112 26 Stockholm, Sweden

#### SOUND NATURAL TEETH

A **sound natural tooth** that is free of active clinical decay, has no gum disease associated with bone loss, no caps, crowns, or veneers, that is not a dental implant and that functions normally.

#### **SPECIALIST**

A medical practitioner who (1) holds a substantive consultant appointment in the relevant speciality in a National Health Service hospital, or (2) has held a substantive consultant appointment which we accept as being of equivalent professional status, or (3) is recognised as such by the statutory bodies of the relevant country in which treatment is being given.

#### **TERRORISM**

An act, including for example the use of force or violence and/or the threat thereof, of any person or group(s) of persons, whether acting alone or on behalf of or in connection with any organisation(s) or government(s), committed for political, religious, ideological or similar purposes including the intention to influence any government and/or to put the public, or any section of the public, in fear.

#### **TREATMENT**

Any medically necessary surgical procedure or medical intervention required to evaluate, monitor, diagnose, relieve, cure or provide relief of a medical condition.

#### WE/OUR/US

International Medical Group Limited trading as ALC Health on behalf of SiriusPoint, which is the underwriter of this policy as detailed in the Declaration of Insurance, and/or any appointed claims handlers, agents or managers

# **Exclusions Specific to Each Section of Cover**

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# **In-patient & day-patient Treatment**

The following exclusions apply to **In-patient & day-patient Treatment**. As well as General Exclusions, **we** do not cover the following:

- 1 Any costs not incurred as an **in-patient** or **day-patient** in a **hospital** or recognised medical facility except for home nursing.
- 2 Any costs associated with routine pregnancy & childbirth, unless Routine Pregnancy & Childbirth has been selected.
- Any costs associated with any form of dental **treatment**, unless Dental **Treatment** has been selected (including gingivitis, periodontics or gum disease of any kind).
- 4 Any costs associated with **evacuation or repatriation** unless **Evacuation or Repatriation** has been selected.
- 5 The policy excess specified on the Declaration of Insurance for all eligible expenses incurred for each insured person per policy year.
- 6 Any costs incurred in locating a replacement organ or obtaining a donor organ, costs for the removal of the organ from the donor, transportation costs and all associated administration costs in respect of an **organ transplant**, costs of removing an organ from **you** to transplant into another person, and any resulting complications.

### Applicable to Prima Premier

- 7 Where **Out-patient Treatment** has been selected, cover in respect of post-operative **treatment** is deleted from **In-patient** & **Day-patient Treatment**.
- Any cost relating to **Complications of Pregnancy** incurred during the initial ten (10) months of cover. Conception may take place during this initial period, but only costs incurred after the period will be considered for **reimbursement**.

# **Out-patient Treatment**

# (Optional Benefit under Prima Premier only)

If **Out-patient Treatment** has been selected the following exclusions will apply in addition to General Exclusions. **We** do not cover the following:

- 1 Any costs associated with routine pregnancy & childbirth, unless Routine Pregnancy & Childbirth has been selected.
- Any costs associated with any form of dental **treatment**, (including gingivitis, periodontics or gum disease of any kind), unless Dental **Treatment** has been selected or **treatment** is covered under **Emergency** Dental **Treatment**. If Dental **Treatment** option has been selected **Emergency** Dental **Treatment** is not applicable. Any benefits payable will be paid under the Dental **Treatment** Benefit.
- The **policy excess** specified on the **Declaration of Insurance** for all eligible expenses incurred for each **insured person** per **policy year**.
- 4 Any second or subsequent medical opinions from a medical practitioner or specialist for the same medical condition, unless agreed in writing by us.
- Any **treatment** for cosmetic pedicures, surgical footwear, for example, corrective footwear, corn plasters, insoles, dressings etc.
- Any costs incurred under the Well-being benefit for the initial ten (10) months of cover from purchase date of the **out-patient** benefit or **date of entry**, whichever is the latter.

# **Exclusions Specific to Each Section of Cover - continued**

# **Routine Pregnancy & Childbirth**

### (Optional Benefit)

If Routine Pregnancy & Childbirth has been selected the following exclusions will apply to this benefit in addition to General Exclusions. **We** do not cover the following:

- Any costs incurred for the initial ten (10) months of cover from purchase date of this benefit or **date of entry**, whichever is the latter. Conception may take place during this initial period, but only costs incurred after the period will be considered for **reimbursement**.
- 2 Antenatal and postnatal classes, and non-medical practitioners for example, Doulas, Coaches, Nanny etc.
- 3 Midwifery costs when not associated with the childbirth / delivery.
- 4 Treatment consequent from the well-baby examination, unless the newborn is added within thirty (30) days of birth to the policy as an insured person.
- 5 Antenatal 3D and 4D ultrasound scans.

#### **Dental Treatment**

### (Optional Benefit)

If Dental **Treatment** has been selected the following exclusions will apply in addition to General Exclusions. **We** do not cover the following:

- 1 Dental costs incurred within the first six (6) months from the purchase date of this benefit or **date of entry** whichever is the latter (excluding **Accidental Damage to Teeth**).
- 2 Dental procedures other than those specified in 'The Cover' section.
- 3 Gingivitis, periodontitis or gum disease of any kind.
- 4 The cost of any precious metals (excluding gold) used in any dental procedure.
- Any dental **treatment** which was recommended by **your dental practitioner** or that **you** were aware (or ought reasonably to have been aware) required **treatment** before **you** purchased this benefit or during the first six (6) months of **your** purchase of this benefit. In the event of a claim, **you** may be required to provide evidence that **you** have completed all necessary dental work recommended prior to **your** purchase of this benefit.
- 6 Dental surgery when not performed by an oral and maxillofacial surgeon or surgical dentist.
- 7 Dentures where a set or sets have been worn previously.

#### Applicable to Prima Premier and Prima Classic

- 8 **Orthodontic treatment** of any kind.
- 9 Implants.
- 10 Sealants and fluoride **treatment**.

# **Evacuation or Repatriation**

#### (Optional Benefit)

If **Evacuation or Repatriation** has been selected the following exclusions will apply in addition to General Exclusions. **We** do not cover the following:

- Travel and subsequent accommodation costs unless specifically agreed by **us**, or **our** appointed assistance company, in writing prior to travel. Any costs incurred without **our** prior agreement shall not be considered for **reimbursement**.
- 2 The cost of any airline tickets other than economy class, unless we have provided written approval in advance of the date of travel.
- Burial and cremation costs shall not include the costs of a religious practitioner, floral tributes, musical provision, headstones or food and beverages.
- Any costs incurred where the death has occurred within the insured person's country of nationality.
- Any costs incurred as a result of engaging in any sports or activity as a professional or taking part in base jumping, cliff diving, flying in an unlicensed aircraft or as a learner, martial arts, free climbing, mountaineering with or without ropes, scuba diving to a depth of more than ten (10) metres, trekking to a height of over 2,500 metres, bungee jumping, canyoning, hangliding, paragliding or microlighting, parachuting, potholing, skiing off piste or any other winter sports activity carried out off piste.
- 6 Moving **you** from a ship, oil-rig platform or similar off-shore location.
- We will not be liable in respect of the overseas evacuation or repatriation service for:
- Any failure to provide the overseas **evacuation or repatriation** service or for any delays in providing it, unless the failure or delay is caused by **our** negligence (including that of the international assistance company **we** have appointed to act for **us**), or of agents appointed by either party.
- b Failure or delay in providing the overseas evacuation or repatriation service if:
  - by law the overseas evacuation or repatriation service cannot be provided in the country in which it is needed;
  - the failure or delay is caused by any reason beyond our control including, for example, strikes and flight conditions.
- Injury or death caused while **you** are being moved unless it is caused by **our** negligence or the negligence of anyone acting on **our** behalf.

# **General Exclusions**

- 1 Any **medical condition** for which, within the five (5) years prior to **your** date of entry as shown on your Declaration of Insurance, you:
- a. had experienced and or suffered from any signs or symptoms, whether investigated or not;
- b. had sought or received **advice**;
- c. had been recommended to have or had received medical **treatment**. including lifestyle changes and special diets, drugs, medication and injections; or
- d. to the best of **your** knowledge, were **you** aware **you** had.

If **your pre-existing** condition is one of those shown below, **we** will also exclude **treatment** for the specified conditions as detailed in the table below:

If you have the following pre- existing condition:	We will not pay for treatment of the following specified conditions:
have been diagnosed with diabetes	Diabetes • Ischaemic heart disease     Cataract • Diabetic retinopathy     Diabetic renal disease • Arterial disease     Stroke
are currently undergoing treatment for raised blood pressure (hypertension)	<ul> <li>Raised blood pressure (hypertension)</li> <li>Ischaemic heart disease</li> <li>Hypertensive renal failure</li> </ul>
are under investigation, having <b>treatment</b> or undergoing monitoring as a result of a Prostate Specific Antigen (PSA) test	Any disorder of the prostate

Pre-existing medical conditions or specified conditions (as detailed in the table above) may become eligible for benefit after a continuous period of two (2) years cover under the **policy** provided that, having followed all medical **advice**, **you** have not:

- a. experienced and or suffered from any signs or symptoms, whether investigated or not;
- b. sought or received **advice**:
- c. been recommended to have, or have received medical **treatment**, including lifestyle changes and special diets, drugs, medication and

If **you** do not complete the first two (2) year period, **you** will have to wait until **you** have completed a continuous period of two (2) years when none of these apply before we consider covering your pre-existing medical **condition** or specified condition (as detailed in the table above). **You** must ensure you follow medical advice provided to you in relation to your condition, even if this means you will be unable to obtain cover.

In some circumstances **you** may have joined on different terms to those described above and you will find those terms on your Declaration of **Insurance**. For example, if **you** have joined from another insurer **we** may have transferred the medical underwriting terms from **your** previous policy for **medical conditions** that existed prior to **you** joining that policy.

- 2 Congenital anomalies (except where covered under Newborn Cover – Congenital), genetic deformities/disorders or **birth injuries**.
- 4 Costs for genetic testing, except where **medically necessary** to establish targeted cancer treatment eligible under the Oncology benefit.
- 5 **Treatment** for, or arising from, deafness caused by ageing, and the provision of hearing aids.
- 6 **Treatment** for any illness, diseases or injuries arising from a procedure that is not covered under this **policy**.
- 7 **Experimental**, unlicensed or unproven **treatment**, regardless of whether they are medically recommended or prescribed.
- 8 Home visits, unless they are **medically necessary** following the sudden onset of an **acute** eligible illness, which renders the insured incapable of visiting their medical practitioner. The medical practitioner's visit must take place within 24 hours of the start of the condition.

- These exclusions apply to the whole of this insurance. Each section also has 9 **Treatment** when performed by a **medical practitioner** or **specialist** who is in any way related to the insured person
  - 10 Investigations into and **treatment** solely relating to the loss of hair and any hair replacement. Wigs are not covered except under the **Oncology** out-patient benefit.
  - 11 Treatment received in health hydros, nature cure clinics, spas or similar establishments, or treatment for residential care or private beds registered as a nursing home attached to facilities such as hospices, hospitals or residential care homes, where the facility has effectively become the **insured person's** home or permanent abode or where admission is arranged wholly or partly for domestic reasons.
  - Cosmetic **treatment**, any **treatment** for obesity, and any form of weight loss **treatment**, removal of fat or other surplus tissue from any part of the body, whether or not for medical or psychological purposes, and any associated treatment costs consequent of such treatment.
  - 13 Treatment which is not medically necessary or which may be considered a matter of personal choice which includes termination of a pregnancy when not **medically necessary** or medically recommended.
  - 14 Tests or **treatment** for all sleep related disorders such as sleep apnoea, snoring, insomnia and any other sleep related breathing problem.
  - 15 Any **treatment** carried out by a plastic surgeon, whether or not for medical/psychological purposes. We will only consider the cost of a plastic surgeon where eligible under the reconstructive surgery benefit, and where the treating **medical practitioner** confirms that a plastic surgeon is the most appropriate **specialist** to perform surgery for an eligible **medical condition. We** will only cover the initial reconstruction.
  - 16 Costs of providing or fitting any external prostheses, corrective devices or appliances (except where covered as shown under the definition appliance or under the Prima Platinum benefit Ancillary Charges for **external prostheses**).
  - 17 **Treatment** for any illness, diseases or injuries arising from ear or body piercing and tattooing.
  - 18 **Treatment** for cryopreservation, implantation or reimplantation of living cells or living tissue, whether autologous or provided by a donor. Costs of removing living cells or living tissues from **you** to implant or re-implant into another person, and any related complication due to such a procedure.

### Applicable to Prima Classic

19 Vaccinations and inoculations.

#### Applicable to Prima Platinum and Prima Premier

20 Preventative **treatment** or health checks where there are no symptoms unless eligible under Well-being or Vaccinations benefit. Tests undertaken only to detect if a person has had a specific **medical condition**, but where there are no symptoms present and/or there is no intention to treat or monitor the condition are not covered.

### Applicable to Prima Classic

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- 20 Preventative **treatment** or health checks where there are no symptoms unless eligible under Well-being benefit. Tests undertaken only to detect if a person has had a specific **medical condition**, but where there are no symptoms present and/or there is no intention to treat or monitor the condition are not covered.
- 21 Disorders of refraction and accommodation of the eye/lens including treatment to change the refraction of one or both eyes (laser eye correction) including refractive keratectomy (RK) and photorefractive keratectomy (PRK), macular degeneration and similar conditions or provision of aids such as glasses and contact lenses unless eligible under Optical benefits. However, we will pay for corrective sight surgery consequent of an accident.
- 22 Claims for any supplements or substances which are available naturally. This includes, for example, vitamins, minerals and organic substances except where prescribed under Complementary Treatment or when prescribed by a **specialist** or **medical practitioner** to treat an eligible medical condition.

# **General Exclusions - continued**

23 Drugs and medicines purchased without prescription from a **specialist** or **medical practitioner**. Nutritional supplements and any drugs, medicines or products that can be obtained without prescription (i.e. over-the-counter), for example, cough medicine, paracetamol, special infant formula, mouth wash, sunscreen and cosmetic products even if they were medically recommended and/or prescribed or acknowledged as having therapeutic effects.

# **Applicable to Prima Platinum**

24 Investigations, diagnostics and **treatment** directly or indirectly arising from or connected with male or female birth control (including insertion and removal of contraceptive devices and all other contraceptives), even when medically recommended, and any form of infertility or assisted reproduction except as covered under the IVF benefit.

#### Applicable to Prima Platinum, Prima Premier and Prima Classic

- 24 Investigations, diagnostics and **treatment** directly or indirectly arising from or connected with male or female birth control (including insertion and removal of contraceptive devices and all other contraceptives), even when medically recommended, infertility and any form of assisted reproduction.
- 25 **Treatment** directly related to surrogacy whether **you** are acting as surrogate, or are the intended parent.
- 26 Investigations, diagnostics and treatment of impotence, sexual dysfunction or any consequence thereof, **treatment** for sterilisation or fertilisation, vasectomy or other sexually related conditions or gender
- 27 Treatment directly or indirectly associated with sexually transmitted infections, including preventative medications. Investigations and **treatment** for cancer caused by the long-term consequences of human papilloma virus infection will not be deemed sexually transmitted for the purposes of this exclusion.
- 28 We do not cover treatment for conditions such as conduct disorder, attention deficit hyperactivity disorder, autism spectrum disorder, oppositional defiant disorder, antisocial behaviour, obsessive-compulsive disorder, obsessive-compulsive personality disorder, attachment disorder, adjustments disorders, as well as all **treatments** that encourage positive social-emotional relationships, such as communication therapies, floor time and family therapy.
- 29 Speech therapy is only eligible for **reimbursement** in the context of a diagnosed physical impairment, such as, for example, nasal obstruction, neurogenic impairment (e.g. lingual paresis, brain injury) or articulation disorders involving the oral structure (e.g. cleft palate). We do not pay for speech therapy related to developmental delay, dyslexia, dyspraxia or expressive language disorder.
- 30 Developmental delays/disorders including learning delays/disorders, learning difficulties, behavioural, speech and voice problems as well as physical development problems.
- 31 Any **treatment** of, or related to, or caused by, eating disorders of any kind. This includes for example, the **treatment** of conditions such as anorexia nervosa, bulimia, bariatrics, and any **treatment** required for any condition caused as a result of these conditions.
- 32 Costs which arise from or are directly or indirectly caused by an attempt at suicide or bodily injury or illness, which is wilfully self-inflicted or due to negligent or reckless behaviour.
- 33 **Treatment** for dependency on or abuse or misuse of alcohol, drugs or any other addictive substances, and addictive conditions of any kind. This includes misuse of prescription medications, and any injury or illness arising directly or indirectly from such abuse, misuse or addiction.

- 34 Any **treatment** arising from or related to injuries sustained whilst engaged in a criminal, illegal or unlawful act.
- 35 Costs which arise from or are directly or indirectly caused by self-exposure to needless danger, except in an attempt to save a human life.
- 36 **Treatment** directly or indirectly arising from or required as a consequence of war, invasions, acts of foreign enemy, hostilities (whether or not war is declared), civil war, rebellion, revolution, insurrection or military or usurped power, mutiny, martial law or state of siege or attempted overthrow of government.
- 37 **Treatment** directly or indirectly arising from or required as a result of chemical contamination or contamination by radioactivity from any nuclear material whatsoever or from the combustion of nuclear fuel, asbestosis or any related condition.
- 38 **Terrorism**, riot, strike or civil commotion unless the insured person sustains bodily injury whilst as an innocent bystander.
- 39 Costs directly or indirectly resulting from the use of nuclear, chemical, biological or radioactive material as a weapon, whether such involves an explosive sequence(s) or not.
- 40 Expenses incurred because of complications directly caused by an illness. injury, treatment or other medical procedures for which cover is excluded or limited under **your policy**.
- 41 **Treatment** required as a result of failure to seek or follow medical **advice.**
- 42 Costs and expenses incurred where an **insured person** has travelled against medical advice.
- 43 Travel costs to and from medical facilities (including parking and taxi costs) for eligible **treatment**, other than any travel costs covered under transportation or **Evacuation or Repatriation** benefit.
- 44 Any costs incurred outside **your area of cover** other than eligible emergency treatment costs covered under the in-patient & daypatient 'Emergency Treatment Outside of Area of Cover' benefit. We will not cover any costs associated with curative **treatment** or follow-up of **emergency treatment** outside **your area of cover** or travel costs to return to your area of cover.
- 45 **Treatment** costs which are incurred outside of the **period of cover** or after termination of the **policy** for whatever reason, including nonrenewal and non-payment of premium.
- 46 Losses not incurred within the **period of cover** and claims submitted later than six (6) months after the end of the **period of cover** (unless this was not reasonably possible).
- 47 Costs relating to the completion of claim forms and any other documents, or any other administration or registration costs.
- 48 Treatment or diagnostic procedures of injuries arising from an engagement in professional sports.
- 49 **Treatment** that is not specified under 'The Cover' or where 'Optional Benefits' have not been selected, or costs that exceed the limits stated.
- 50 Any costs that exceed **reasonable and customary** for the type of treatment provided, in the location it is received in and given by a specific medical practitioner.
- 51 Charges incurred for overdue payment of invoices.
- 52 We will not pay any claim under this policy which will result in us being exposed to any sanction, prohibition or restrictions under United Nations resolutions or the trade or economic sanctions, laws or regulations of the European Union, United Kingdom or United States of America

# **General Conditions**

These conditions apply to all sections of this insurance.

#### 1 Policy Term

The **policy** is an annual contract and is effective for twelve (12) months from the **commencement date**. The **policy** can be renewed **each year** on the **renewal date**, subject to the **policy** terms, conditions and premium rates in force at the time and as notified to **you** in **your** renewal invitation.

#### 2 Premium Payment

Premiums can either be payable monthly, quarterly or annually and are due to be paid on or before the **commencement date** or **renewal date**. However, as **your policy** is an annual contract **you** are responsible for the whole years' premium even if **we** have agreed that **you** may pay by a monthly or quarterly premium. Failure to make payment may result in suspension of cover or termination of the **policy** without notice. Reinstatement upon subsequent receipt of funds may result in the application of General Exclusion 1 with effect from the date of reinstatement. No **insured person** shall have automatic right to continue the cover with **us**. Please refer to the Payment Terms & Conditions. Failure to maintain instalment payments on or before the due date may result in the instalment facility being withdrawn at **your** next renewal.

#### 3 Taxes

**We** reserve the right to reflect any changes in insurance premium tax or other government levies as may be imposed upon **us**.

#### 4 Intermediary

We may deal with the **policyholder's** brokers or intermediaries directly in negotiating, advising and assisting with the insured benefits under this **policy**.

#### 5 Alterations

At each **renewal date**, **we** reserve the right to alter or discontinue the benefits, terms, conditions and premiums of this **policy** and **we** shall notify **you** of such changes at least 21 days prior to the **renewal date** to **your** last known address. If **you** fail to receive such notice for whatever reason this shall not invalidate the change.

#### 6 Change of Risk

The **policyholder** must inform **us** as soon as practically possible of any change relating to any **insured person** covered under this **policy**. Such change may affect information given in connection with the original application. This may include any information as documented on the Application Form which may have altered prior to the **commencement date** of the **policy**.

All **dependants** are required to be added at the same time as the **policyholder** or at renewal. A **dependant** can subsequently join with a different start date to the **policyholder** if one (1) of the **Life Events** has occurred

All amendments to the policy are at the discretion of us and we can decline the request without reason.

# 7 Cancellation and Cooling-Off Period

Cancellation by **you** - This is an annual **policy**. Whatever payment terms are selected by the **policyholder** and accepted by **us**, the agreed annual premium is due and the **policyholder** agrees to pay.

Cancellation by the **policyholder** is only available during a 14 day cooling off period which commences on the day that the contract is concluded or the day that the full **policy** terms and conditions are received, whichever is the later. The 14 day cooling off period also applies from each **renewal date**. If the **policy** is cancelled during the 14 day cooling off period **we** will return any premium paid for the **policy**, less any bank charges, foreign exchange costs incurred in the transactions and providing no claims have been paid in relation to the **period of cover** before cancellation (being no more than 14 days cover).

If the **policyholder** does not cancel the **policy** during the 14 day cooling off period the **policy** will continue for the full annual term, unless **we** exercise our right to cancel the **policy** under the below clause.

Cancellation by **us** – **We** will not cancel this **policy** because of eligible claims made by any **insured person**.

We may at any time cancel this policy if any insured person has:

- a. Relocated to a territory where we are unable to provide cover under this policy. In these circumstances a pro-rata refund of premium will be allowed, less any foreign exchange charges.
- b. Been accepted into a recognised state or public insurance scheme in your country of residence which means this policy is no longer needed. In these circumstances a refund of premium will be allowed. The refund will be made after deduction of applicable foreign exchange charges.
- c. Failed to pay any premium on the due date. In these circumstances we reserve the right to pursue the policyholder for recovery of any outstanding premium and costs we incur.

If your circumstances have changed and your policy is no longer required we may consider a refund, the amount refundable depends on your circumstances.

No premium will be refunded under any circumstances where claims have been made under the **policy** in the current period of insurance.

#### 8 Governing Law

The contract of insurance between the **policyholder** and **us**, as evidenced by the **Master Policy** and this **Certificate of Insurance**, shall be deemed issued, finalized and made in Bermuda. Sole and exclusive jurisdiction and venue for any court action or administrative proceeding relating to this insurance shall be in Hamilton, Bermuda, for which the **policyholder** expressly consents. The subjects, risks and benefits of insurance covered by the **Master Policy** and evidenced by this **Certificate of Insurance** are not intended or considered by **us** to be resident, located, or performed in any particular country, jurisdiction, state or political subdivision. Bermuda law shall govern all rights and claims raised under the **Master Policy**, as evidenced by this **Certificate of Insurance**.

#### 9 Policy Language

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This **policy** is written in English and all other information and communications to **you** relating to this **policy** will also be in English unless **we** have agreed otherwise in writing. Where **policy** documents or other documents are provided in a language other than English for convenience, the English language version will take precedence in the event of any dispute.

# **General Conditions - continued**

#### 10 Other Insurance

If there is any other insurance policy covering any of the same benefits as provided by this **policy**, **you** must disclose or ensure that the relevant **insured person** discloses the same to **us**. **We** shall not be liable to pay or contribute more than **our** rateable proportions.

#### 11 Third Party Rights

This **policy** is an agreement between **us** and the **policyholder**. It is not intended that any clause or term of this policy should be enforceable, by virtue of the Contract (Rights of Third Parties) Act 1999, by any other person, including any **dependant**. However this does not affect any right of a third party which exists or is available apart from that Act.

#### 12 Economic Sanctions

**We** will not cover any person as an **insured person** if such cover would result in **us** being exposed to any sanction, prohibition or restriction under United Nations resolutions or the trade or economic sanctions, laws, or regulations of the European Union, United Kingdom or United States of America.

#### 13 Changing your level of cover

If you effect Out-patient Treatment at a renewal date after your date of entry, any existing medical condition or related condition will be limited to In-patient or Day-patient Treatment only.

#### 14 Adding a Newborn Child

Children will be accepted from birth without the need for medical underwriting, provided that **we** receive notification of their arrival within thirty (30) days from birth. Please ensure **you** submit **your** request in writing by email to **us** at: privateclient@alchealth.com. Notification received after this period will result in children being accepted for cover from the date of such notification

#### 15 Contacting Dependants

All communication in respect of claims made under this **policy** will be with the **policyholder** and/or the **dependant**. For claims relating to **dependants**, all communication will be with the **dependant** if they are aged over sixteen (16) years of age at the time of the communication, unless permission has been given to the **policyholder** by the **dependant** that claims communication can be with the **policyholder**.

#### 16 Foreign Exchange Adjustments

Foreign Exchange Adjustments on claim payments – we will pay the cost of treatment in the currency incurred. We will use the foreign exchange rates available to us on the date of treatment to determine the benefit level available. We will calculate the cost of the treatment, incurred in the policy currency, including any foreign exchange charges and will deduct the total sum from the amount of benefit available and will notify you of the amount of benefit remaining (if any) in the policy currency. Note that in some circumstances, depending on currency movements over which we have no control, this may result in there being insufficient benefit available to fully pay for the treatment received.

# 17 Policy Suitable for Use

You should ensure that this policy will cover you in your country of residence, as some countries require residents to take out health cover through a local provider or to hold cover which meets certain compulsory requirements. The cover offered by us may not meet these country specific requirements and therefore additional cover may be necessary.

# 18 Evidence Required

You must provide any relevant information we ask for to support your claim and in the event that we do not receive this information we may reject or withhold payment until the information we require has been received.

#### 19 Fraud

If you, or anyone acting for you, makes a fraudulent claim, for example a loss which is fraudulently caused and/or exaggerated and/or supported by a fraudulent statement or other device, we:

(a) will not be liable to pay the claim; and

- (b) may recover from **you** any sums paid by **us** to **you** in respect of the claim; and
- (c) may by notice to **you** treat this **policy** as having been terminated with effect from the time of the fraudulent act.

If **we** exercise **our** right under (c) above:

- (i) We shall not be liable to you in respect of a relevant event occurring after the time of the fraudulent act. A relevant event is whatever gives rise to our liability under this policy (such as the occurrence of a loss, the making of a claim, or the notification of a potential claim); and
- (ii) We need not return any of the premium paid.

### 20 Information You Have Given Us

In deciding to accept this **policy** and in setting the terms including premium **we** have relied on the information which **you** have provided to **us. You** must take care when answering any questions **we** ask by ensuring that any information provided is accurate and complete.

If **we** establish that **you** deliberately or recklessly provided **us** with untrue or misleading information **we** will have the right to:

- (a) treat this **policy** as if it never existed;
- (b) decline all claims; and
- (c) retain the premium.

If we establish that you carelessly provided us with untrue or misleading information we will have the right to:

- (i) treat this policy as if it never existed, refuse to pay any claim and return the premium you have paid, if we would not have provided you with cover:
- (ii) treat this policy as if it had been entered into on different terms from those agreed, if we would have provided you with cover on different terms:
- (iii) reduce the amount **we** pay on any claim in the proportion that the premium **you** have paid bears to the premium **we** would have charged **you**, if **we** would have charged **you** more.

We will notify you in writing if (i), (ii) and/or (iii) apply.

If there is no outstanding claim and (ii) and/or (iii) apply,  $\mathbf{we}$  will have the right to:

(1) give **you** thirty (30) days' notice that **we** are terminating this **policy**; or (2) give **you** notice that **we** will treat this **policy** and any future claim in accordance with (ii) and/or (iii), in which case **you** may then give **us** thirty (30) days' notice that **you** are terminating this **policy**.

If this **policy** is terminated in accordance with (1) or (2), **we** will refund any premium due to **you** in respect of the balance of the **Period of Cover**.

#### 21 Right to Recovery

- (a) If we over-pay any claim for benefits under this policy for any reason, we shall have the right to a prompt refund and to recover the amount of over-payment from you, or the third party to whom the over-payment was made, as the case may be.
- (b) If you, or the relevant third party, do/does not promptly make any such refund to us:
- (i) We may reduce or deduct the amount due from any future claim under this policy;
- (ii) We may cancel this **policy** by giving 30 days notice in writing to **your** last known mailing address or **your** e-mail address.

#### 22 Claims Liability

Payment of a claim is not necessarily an indication of **our** acceptance of liability for the claim or confirmation that further costs for the same **medical condition**, or any related **medical condition** will be met.

# **Assistance & Claims Procedure**

Please follow the guidelines below to help us process your claims properly and efficiently.

Within your policy pack you will have your Declaration of Insurance which tells you the plan you have selected, who is insured under your policy, which benefits you have chosen, and your policy excess. Also any Special **Endorsements** applicable to **your** cover will be noted on your Declaration of Insurance.

#### **MEMBERSHIP CARDS**

We also supply personalised membership cards to every insured person, which includes our essential contact numbers and addresses. This means that you and your family are only a phone call away from help. We suggest you keep your card with you at all times.

Please note you will find your policy and customer numbers on your membership card. These should be used to register on our online member area at: wwi.alchealth.com/claims.htm on 'MyALC'.

Within 'MyALC', our online member area, you will be able to:

- Pre-authorise your treatment
- Easily submit your claims
- Download a copy of your Declaration of Insurance
- Read secure messages from our claims team
- Search for a medical facility
- Obtain useful travel and security information
- Start a web chat
- Access the secure premium payment area

# HOW TO MAKE A CLAIM

Full details of how to make a claim can be found online at 'MyALC' www.alchealth.com/claims.htm

# OUT-PATIENT TREATMENT - Reimbursement

Please note that all out-patient treatment relating to psychiatric illness requires pre-authorisation (see below) and we reserve the right to decline the claim in full if treatment is not pre-authorised.

For all other **out-patient treatment**, there is no obligation for **you** to seek pre-authorisation. You may go to your medical practitioner or specialist for consultations or treatment and submit your claim for reimbursement. You will need to complete a claim form which you can submit online together with your invoices and receipts and any additional medical information that has been provided to you.

Please note that if **you** follow this process there may be occasions when we need more detailed medical information to establish that your claim is eligible for cover.

On these occasions we will send you a Medical Certificate for completion by your treating medical practitioner or we may, with your written permission, contact your usual family medical practitioner, treating medical practitioner or specialist directly. You can also download a Medical Certificate from our website at www.alchealth.com/claims.htm to take with you to your appointment.

You will need to complete part of the form and then pass it to your medical practitioner or specialist to complete their section before submitting to us by fax, post, email or online.

# OUT-PATIENT TREATMENT - Pre-authorisation

If you wish to confirm in advance that your out-patient treatment is covered, you can pre-authorise your claim before you visit your medical **practitioner** or **specialist** by calling **us** on:

Request online via 'MyALC'

+44 (0) 330 333 6686 or by using the relevant local or free phone numbers detailed on the back of your membership card.

We will confirm how much you are able to claim and what you should do next. If your claim is eligible for cover and pre-authorised by us, you will be given a pre-authorisation number. You will also receive a copy of the Guarantee of Payment we may send to the medical practitioner, **specialist** or **hospital**. Where possible, please apply for **pre-authorisation** at least FIVE WORKING DAYS prior to your appointment.

You can send any invoices and receipts and any additional medical information that has been provided to you, quoting your preauthorisation number online via 'MyALC'.

#### PLANNED IN-PATIENT & DAY-PATIENT TREATMENT

All in-patient and day-patient treatment must be pre-authorised.

If treatment is not pre-authorised by us, we reserve the right to decline your claim.

If your treatment is subsequently proven to be covered under the terms and conditions of your policy, we will pay only 50% of eligible benefits.

Please ensure that you apply for pre-authorisation of planned inpatient & day-patient treatment at least FIVE WORKING DAYS prior to the admission or treatment appointment. Please see below in relation to Emergency Admissions.

You can pre-authorise your claim before you visit your medical practitioner or specialist or hospital by calling us on

+44 (0) 330 333 6686

or emailing: preauthorisation@alchealth.com

Alternatively you can go to our website at www.alchealth.com/ claims.htm and request pre-authorisation by completing the online submission form

Once we have confirmed that your claim is eligible, where possible, we will issue a Guarantee of Payment to the medical practitioner, specialist or hospital and you will also receive a copy. Your medical practitioner, specialist or hospital should send their invoices to us for payment along with a copy of the Guarantee of Payment, we can then arrange to make direct payment to them and will send **you** a statement to confirm this has been done. Please ensure you allow us to settle all agreed treatment directly with the hospital so we can ensure costs are reasonable and

In some circumstances, you may need to pay the medical practitioner, specialist and/ or hospital upfront for the eligible treatment directly. In these cases, once we have confirmed that your claim is eligible, you must forward your paid accounts directly to us by online submission at 'MyALC' or post, fax, email attachment or online submission and we will send the payment (and statement) to you instead. Please ensure that you include your pre-authorisation number on any correspondence and that your registered bank account details are up to date.

#### **EMERGENCY ADMISSIONS**

If you have an emergency situation and require immediate admission to hospital, our specialist team are there to support you. You can contact them on +44 (0) 330 333 6686 or you can ask someone to call them on

If possible, please make sure that when you are admitted to hospital you give them your membership card as this will help us to deal with

We recommend that you ensure a relative, close friend or colleague is aware of your medical insurance arrangements and that you carry your membership card at all times. In the event of an emergency admission where you are not in a position to notify us, hospitals may need access to this and will, where necessary, check your personal belongings to discover it

#### CLAIMS DEPARTMENT CONTACT DETAILS

All claims queries, pre-authorisation requests and document uploads can be submitted

Online: www.alchealth.com/claims.htm

+44 (0) 330 333 6686 +44 (0) 330 333 6687 Fmail: claims@alchealth.com

ALC Health Claims Team Post: PO Box 1114

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Cardiff CF111 1UL United Kingdom

# **Complaints**

International Medical Group Limited trading as ALC Health is the product provider and claims handler. SiriusPoint is the underwriter.

We aim to always provide a high standard of service but there may be times when you are unhappy with us. If we are unable to resolve matters to your satisfaction and you wish to make a complaint please contact us using one of the following:

The Quality Assurance Team, ALC Health, PO Box 1114 Cardiff,

CF11 1UL, United Kingdom

**Email:** qualityassurance@alchealth.com

To help **us** resolve **your** complaint, please supply the following information:

- Your name and membership details
- A contact telephone number

**Phone:** +44 (0) 330 333 6686

- A description of your complaint
- Any relevant information relating to your complaint that we may not have already seen.

We want to resolve your concerns as quickly as possible and will do all we can to resolve your complaint within 72 hours. If we can't do this, we will contact you within five (5) working days to acknowledge your complaint and explain the next steps.

Should you remain dissatisfied following the final written response, you may be eligible to refer **your** case to the Department of Consumer Affairs Bermuda using the details given below. You have six (6) months from the date of our final response to refer **your** complaint to the Department of Consumer Affairs Bermuda. This does not affect your right to take legal action

Department of Consumer Affairs Bermuda

D. Rego Building, 3rd Floor

75 Reid Street Hamilton HM 12

https://www.gov.bm/how-file-complaint-against-business

# **Several Liability Notice**

which they subscribe are several and not joint and are limited solely to for any reason does not satisfy all or part of its obligations. the extent of their individual subscriptions. The subscribing insurers are

The subscribing insurers' obligations under contracts of insurance to not responsible for the subscription of any co-subscribing insurer who

# **Area of Cover**

#### AREA 1 EUROPE

(Europe is defined as: Albania, Andorra, Armenia, Austria, Azerbaijan, Belarus, Belgium, Bosnia & Herzegovina, Bulgaria, Canary Islands, Channel Islands, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Gibraltar, Greece, Greenland, Hungary, Iceland, Ireland, Italy, Kazakhstan, Kosovo, Kyrgyzstan, Latvia, Liechtenstein, Lithuania, Luxembourg, Madeira, Malta, Moldova, Monaco, Montenegro, Netherlands, North Macedonia, Norway, Poland, Portugal, Romania, Russian Federation, San Marino, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Tajikistan, Turkey, Turkmenistan, Ukraine, United Kingdom, Uzbekistan).

# How is my personal data protected?

This is only a summary of ALC's policies regarding **your** personal information. For a complete explanation of how **we** gather, use and protect **your** personal information and **your** corresponding rights, please review **our** complete Privacy Policy, which is available at https://www.alchealth.com/privacy.htm

**We** will deal with all personal information supplied by **you** in the strictest confidence as required by the General Data Protection Regulation.

When you provide data processing consent, we will process your personal information in order to provide the services you have purchased, including to administer claims, and to receive member communications, in accordance with our Privacy Policy. If you provide marketing consent, we will send you relevant information and future marketing materials regarding products or services in which you may have interest, and for all other purposes set forth in our Privacy Policy. You may withdraw your consent at any time.

By providing marketing consent, **we** may gather information about **you** from third parties to help **us** identify insurance products and services in which **you** may have interest, and share information with third parties, such as web analytics tools, in order to send **you** relevant information and future marketing materials, and for all other purposes set forth in **our** Privacy Policy. **You** may withdraw **your** consent at any time.

We may share your information with third parties who provide services on our behalf to help with our business activities. These companies are authorised to use your personal information only as necessary to provide these services to us. When we share information with these other companies to provide services for us, they are not allowed to use it for any other purpose and must keep it confidential. These services may include:

- Adjudicating and managing the claims process
- Payment processing to healthcare providers
- Providing customer service

In certain situations, ALC Health may be required to disclose personal data in response to lawful requests by public authorities, including to meet national security or law enforcement requirements.

# **Fair Processing Notice**

This Privacy Notice describes how **SiriusPoint** (for the purpose of this notice "we", "us" or the "**Insurer**") collect and use the personal information of **insureds**, claimants and other parties (for the purpose of this notice "you") when we are providing **our** insurance and reinsurance services.

The information provided to the **Insurer**, together with medical and any other information obtained from **you** or from other parties about **you** in connection with this **policy**, will be used by the **Insurer** for the purposes of determining **your** application, the operation of insurance (which includes the process of underwriting, administration, claims management, analytics relevant to insurance, rehabilitation and customer concerns handling) and fraud prevention and detection. **We** may be required by law to collect certain personal information about **you**, or as a consequence of any contractual relationship **we** have with **you**. Failure to provide this information may prevent or delay the fulfilment of these obligations.

Information will be shared by the **Insurer** for these purposes with group companies and third party insurers, reinsurers, insurance intermediaries and service providers. Such parties may become data controllers in respect of **your** personal information. Because **we** operate as part of a global business, **we** may transfer **your** personal information outside the European Economic Area for these purposes.

You have certain rights regarding your personal information, subject to local law. These include the rights to request access, rectification, erasure, restriction, objection and receipt of your personal information in a usable electronic format and to transmit it to a third party (right to portability).

If **you** have questions or concerns regarding the way in which **your** personal information has been used, please contact: DPOLondon@siriuspt.com.

**We** are committed to working with **you** to obtain a fair resolution of any complaint or concern about privacy. If, however, **you** believe that **we** have not been able to assist with **your** complaint or concern, **you** have the right to make a complaint to the relevant Information Commissioner's Office

For more information about how **we** process **your** personal information, please see **our** full Privacy Notice at: https://www.siriuspt.com/legal/website-privacy-policy-final.pdf

# www.alchealth.com



#### HEAD OFFICE

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