



Check List: Reimbursement claims submission

- 1) Reimbursement claims should be submitted within 30 days if incurred in UAE and within 60 days for claims incurred outside UAE.
- 2) Original invoices with paid stamp and signature of cashier.
- 3) Itemized bill breakup of services
- 4) Pharmacy original invoices with prescription should be attached.
- 5) Investigation results/reports copy should be attached.
- 6) Duly filled reimbursement claim form by the treating Doctor along with stamp and signature. Total claimed amount should be clearly mentioned.
- 7) Discharge summary is must for inpatient claims.
- 8) Pre approval should be obtained from Maxcare for elective treatment/surgeries.
- 9) Beneficiary's name should be provided.
- 10) Copy of insurance card.
- 11) Reason for reimbursement and not taking the treatment on direct billing.

Any queries: - can call or write to the below mentioned

Phone: 04 – 404 3232

Email: claims@maxcareme.com