

WHEN A STUDENT IS INJURED WHILE PLAYING A SPORTING EVENT

*A school's report of accident (**Claim Form**) has to be completed, signed and returned to our insurance company (Ebensburg Insurance Company) Phone: (814) 472-9557 **Fax: (814) 472-9201**

*The claim form must be signed by either the Athletic Director, Athletic Trainer, Coach or an administrator of the district.

*This form must be completed and submitted as soon as possible or no later than **(90) days** after the injury or our insurance company will deny the request.

*Our insurance company will also require itemized bills and an Explanation of Benefits (EOB) from the parents' primary insurance company indicating what was paid and what was not paid/covered.

*To avoid delays in claim processing please be sure that the "other insurance" portion of the claim form is fully completed.

*This insurance covers the parents' co-pays and deductibles, so it is to their benefit to make sure all information is provided.