**REQUIRED DOCUMENTS FOR SUBMISSION OF REIMBURSEMENT CLAIM**

***Intimation of hospitalization should be submitted to Insurance Company / TPA with in 24 hours of admission through letter / E-mail / Fax.***

1. Properly filled up **Claim Form** along with copy of intimation letter.
2. Copy of **VIPUL ID** card with valid photo ID proof.
3. Original **First prescription** of Doctor’s.
4. **For Pre-Post Hospitalization treatment**: Original medicine / investigation bills along with the original reports including supporting film / CD etc.  Prescribed by treating doctor.
5. Original prescription of **Doctor’s advice** for hospitalization.
6. Original **Discharge summary**.
7. Original hospital **Final bill** containing breaks-up including Physicians / Surgeons / Anesthetics fees.
8. **For hospitalization treatment** - All Original medicine / investigation bills along with the original reports including supporting film / CD etc.  Prescribed by treating doctor.
9. **Proper numbered money receipt** of payment during hospitalization.
10. Invoice / Sticker of Implant, in case of fracture MLC / FIR / Self- declaration, Pre-post X-ray plate confirming fracture must be submitted with claim.

***Submission of Hospitalization / Pre & Post- Hospitalization Claim should be submitted to TPA with in 15 days of discharge from hospital.***

**IMPORTANT CONTACT DETAILS:**

**Vipul Medicorp TPA Pvt. Ltd.,**

Address: 19, R.MN. Mukherjee Road, Main Building, 1st Floor, Kolkata-700001

* Contact Person : Dr. Arup Banerjee
	+ - * + Ph: 033 40205700-01/+919433629001
				+ Fax: +91-33-40205712
				+ Email : arup@vipulmedcorp.com
* Web: [www.vipulmedcorp.com](http://www.vipulmedcorp.com)

**United India Insurance Co. Ltd.**

Phone : 033 22264316, 24809637 Fax : 033 22264903

* Contact Person :
* Mr. Monibrata Bindu – 09433219970

Email : moni\_uii@rediffmail.com

* Mr. Binod Bag – 09874857040

Email : binod\_uni@rdiffmail.com