



**SPECIFIC STOP LOSS CLAIM**  
INITIAL FILING OR NOTIFICATION FORM

Please submit this form to:  
**The Union Labor Life Insurance Company**  
**Stop Loss Claims Unit**  
8403 Colesville Rd., 13th Floor • Silver Spring, MD 20910  
Toll free: 800-328-5837 • Fax: 1.202.682.6920  
StopLossClaims@ullico.com

Initial Claim                       Claim Notification (50% Notice or trigger diagnosis)

**POLICYHOLDER INFORMATION:**

Plan Sponsor (Group) Name: \_\_\_\_\_ Policy # \_\_\_\_\_  
Policy Period: \_\_\_\_\_ Contract Type: \_\_\_\_\_ Specific Deductible: \_\_\_\_\_

**MEMBER INFORMATION:**

Member Name: \_\_\_\_\_ Soc Sec # \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Date of Hire: \_\_\_\_\_ Original Effective Date: \_\_\_\_\_ Plan #: \_\_\_\_\_

**MEMBER'S WORK STATUS:**

Actively working                       Retired - Retirement Date: \_\_\_\_\_  
 Disabled and unable to work from: \_\_\_\_\_ to \_\_\_\_\_  
 Not actively working                      Date last worked: \_\_\_\_\_

**Indicate how coverage is being continued (mark all that apply):**

Sick Leave: \_\_\_\_\_ to \_\_\_\_\_       Vacation: \_\_\_\_\_ to \_\_\_\_\_  
 Leave of Absence: \_\_\_\_\_ to \_\_\_\_\_       FMLA: \_\_\_\_\_ to \_\_\_\_\_  
 Hour Bank?       Yes (please provide copy of report)       No  
 Self pay: \_\_\_\_\_ to \_\_\_\_\_ (please provide proof of premium payments)  
 Coverage Terminated?       Yes       No      Date: \_\_\_\_\_  
 COBRA applicable?       Yes       No      COBRA Effective Date: \_\_\_\_\_  
COBRA Premium Paid Through: \_\_\_\_\_ COBRA Termination Date: \_\_\_\_\_

**CLAIMANT INFORMATION:**

Claimant Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Relationship to Member:       Spouse       Child       Other      If child, Full Time Student:  Yes  No  
Original Effective Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_  
Is COBRA applicable?       Yes       No      COBRA Effective Date: \_\_\_\_\_  
COBRA Premium Paid Through Date: \_\_\_\_\_ COBRA Termination Date: \_\_\_\_\_  
Is Claimant covered by other insurance plan?  Yes       No  
If yes, type of coverage (Auto, Work Comp, Group Plan, Medicare): \_\_\_\_\_  
Carrier: \_\_\_\_\_ Effective Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_  
Is Pre-existing applicable?  Yes       No      Pre-existing Condition: \_\_\_\_\_  
Please provide pre-existing/HIPAA documentation



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**CLAIM INFORMATION:**

Diagnosis: \_\_\_\_\_ Date of Onset: \_\_\_\_\_ Prognosis: \_\_\_\_\_  
Claimant injured?  Yes  No Date of Injury: \_\_\_\_\_ Place Injury Occurred: \_\_\_\_\_  
How did injury occur? \_\_\_\_\_  
Subrogation applicable?  Yes  No If "Yes", please provide details: \_\_\_\_\_  
PPO?  Yes  No Name of PPO: \_\_\_\_\_  
Case Management?  Yes  No Vendor Name & Phone: \_\_\_\_\_  
Claims Paid to Date: \$ \_\_\_\_\_ Claims Pending: \$ \_\_\_\_\_

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Total Eligible Benefits this Submission: \$ \_\_\_\_\_  
Less Specific Deductible: \$ \_\_\_\_\_  
Less Aggregating Specific Deductible (if Applicable) \$ \_\_\_\_\_  
Balance: \$ \_\_\_\_\_  
Percentage to be Reimbursed: % \_\_\_\_\_  
Reimbursement Requested: \$ \_\_\_\_\_  
Simultaneous (Advanced) Funding Requested:  Yes  No  
Simultaneous Amount being Requested: \$ \_\_\_\_\_

**YOUR REQUEST SHOULD INCLUDE COPIES OF THE FOLLOWING INFORMATION: (IF APPLICABLE)**

- |   |   |
|---|---|
| Enrollment Form (initial/current)                       | Hospital Audits/Reviews                   |
| Member Claim Form                                       | Hospital Records                          |
| <b>Copy of Hour Bank/Dollar Bank</b>                    | Large Case Management Reports             |
| <b>Proof of Premium Payments</b>                        | Cumulative paid claims report             |
| COBRA Election form & Proof of payment Medicare         | Investigative materials to support claim: |
| Election Form/Medicare Card EOB/Claim                   | • COB                                     |
| checks/Registers  | • Full time student status                |
| Deductible/Coinsurance Proof of satisfaction Divorce or | • Pre-existing/HIPAA Documents            |
| Separation Decrees or Court Orders                      | • Physician's Statements                  |
| Complete Paid Claims Detail/History Report              | • Subrogation information                 |
| Itemized Bills/Electronic Claim Data                    | • Work Comp information                   |
| R&C Calculations  | • Accident Details (police report, etc.)  |
| Precertification Forms                                  |   |

TPA/Claims Administrator Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_



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I CERTIFY THAT I HAVE READ AND UNDERSTAND THE ATTACHED *FRAUD NOTICE*, THAT THE ABOVE INFORMATION IS CORRECT AND THAT THE CLAIMS HAVE BEEN PAID IN ACCORDANCE WITH THE PLAN DOCUMENT.

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**SUBMIT TO:**

**THE UNION LABOR LIFE INSURANCE COMPANY**  
8403 Colesville Road, Suite 1300 Silver Spring, MD 20910  
Toll Free Phone: 1-800-328-5837 • Fax: 1-202-682-6920 • E-mail: [stoplossclaims@ullico.com](mailto:stoplossclaims@ullico.com)

**SPECIFIC STOP LOSS CLAIM FORM**

**FRAUD NOTICE TO INCLUDE ON EACH CLAIM/APPLICATION FORM**

**Alabama:** Any person who knowingly presents a false or fraudulent claim for payment of loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution, fines or confinement in prison, or any combination thereof.

**Arizona:** For your protection, Arizona law requires the following statement to appear on this form: Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.

**Arkansas, Louisiana, Rhode Island, West Virginia:** Any person who knowingly presents a false or fraudulent claim for payment of loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**California:** For your protection California Law requires the following to appear on this form: Any person who knowingly presents false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

**Colorado:** It is unlawful to knowingly provide false, incomplete or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies.

**Delaware:** Any person who knowingly, and with intent to injure, defraud or deceive any insurer, files a statement of claim containing any false, incomplete or misleading information is guilty of a felony.

**District of Columbia:** **WARNING:** It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

**Florida:** Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.



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**Georgia, Oregon, Vermont:** Any person who with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may be guilty of insurance fraud.

**Indiana:** A person who knowingly and with intent to defraud an insurer files a statement of claim containing any false, incomplete, or misleading information commits a felony.

**Kansas:** Any person who with intent to defraud or knowing that he or she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may be guilty of insurance fraud as determined by a court of law.

**Kentucky:** Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

**Maine, Tennessee, Washington:** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

**Maryland:** Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**Nebraska:** Any person who, with intent to defraud or knowing that he or she is facilitating a fraud against an insurer, submits an application or files a claim containing a materially false or deceptive statement is guilty of insurance fraud.

**New Jersey:** Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

**New Mexico:** ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES.

**New York:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

**Pennsylvania:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

**North Carolina:** Any person with the intent to injure, defraud, or deceive an insurer or insurance claimant is guilty of a crime (Class H felony) which may subject the person to criminal and civil penalties.



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**Oklahoma:** WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

**Texas:** Any person who knowingly presents a false or fraudulent claim for payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

**Virginia:** Any person who, with the intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may have violated state law.

**For all other states:** WARNING: Any person, acting alone or in concert with another, who knowingly and with intent to defraud, injure, or deceive any insurance company submits a claim or application containing any false, deceptive, incomplete or misleading information may be committing a fraudulent insurance act which is a crime and may subject such person to criminal or civil penalties or denial of benefits.