

# Ballyboden St Endas Camogie Section

## Camogie Injuries and Insurance Claim Procedures

*Claimants must be paid up members of Ballyboden St Endas Club and must be registered with the Dublin Camogie County Board.*

- All potential claims by members of the Club must be NOTIFIED to the Club and Aviva within 60 days of the date of injury. If LATE, the claim will not be processed.
- This is done by fully completing the first 2 pages of the Camogie Personal Accident Claim Form which can be downloaded from the [bodengaa.ie](http://bodengaa.ie) website and returning it to your Team Manager promptly.

The Gogans Camogie Personal Accident Insurance Scheme (underwritten by Aviva) currently operated by the Club, only provides cover for non - recoverable expenses up to specified limits and includes terms and conditions. An excess is applied to each claim. It is a **back up scheme** to help cover Medical/ Dental/Physiotherapy costs that cannot be re-imbursed by you from elsewhere.

If you have a **Private Medical Health Insurance Policy**, you must first process your claim through your medical provider. **A Statement of Benefit/Account or Letter** is required from your medical provider detailing if the medical/dental/physiotherapy costs incurred by you were covered or not covered under your policy.

Medical/Dental expenses are covered up to 12 months from the date of injury.

Physiotherapy expenses are covered up to 10 sessions per year per player or a total of €500.00 whichever is less. **If you are making a claim for Physiotherapy costs, a referral letter from a Medical Practitioner (Doctor) is required, recommending that physiotherapy treatment was needed.**

You have up to 15 months from the date of injury to return and lodge the remainder of the claim form, all the required documents and all the detailed receipts.

### WHAT TO DO WHEN AN INJURY OCCURS

Injuries that occur during organised camogie training sessions and challenge matches must be reported to your Team Manager. Full details of the occurrence and type of injury must be recorded by the manager in the team's **Camogie Injury Log Book**. If the injury occurs during an official camogie match e.g. a league or championship match, again report this to your team manager, make sure that the referee is aware of it and that he/she records it in their match report.

**Download the Camogie Injury Claim Form from the website.** Read through it carefully so that you are aware of the information and documents that are required when completing it.

A potential claim must be notified to the Club and the underwriters Aviva **within 60 days from the date of injury.** Fill out the first 2 pages of the Claim Form and return it to your Team Manager promptly. This will then be forwarded to the Camogie Injury Co-ordinator to be lodged with the Club and Aviva.

If the injury occurred during an organised training session or a challenge match, a letter confirming this from the Camogie Secretary is required. The Team Manager, who will be aware and will have the details of the injury, will arrange this.

If the injury occurred during an official league or championship match, a copy of the Referee's Report is required. The Team Manager will contact Barbara Grennell (Dublin Camogie County Board) [barbaragrennell@gmail.com](mailto:barbaragrennell@gmail.com) to arrange this.

Get original detailed receipts for all treatments received and paid for.

When treatment for the injury is complete, if you have a private medical insurance policy, you must first process your claim through your medical provider. **Remember to photocopy all your original receipts since these may not be returned to you by your medical provider.** If you proceed with a claim through the Club you will need either the originals or copies of all your receipts.

**Finally if proceeding with a claim through the Club's Camogie Personal Accident Insurance Scheme, please take careful note of the following:**

- Fill in all the claim form, including the first 2 pages again, ensuring that each section is fully completed. On page 2, include a detailed description of the injury and how exactly it happened. On page 7, make sure that a diagnosis/tentative diagnosis and treatment given/advised is recorded on this medical certificate page and that it is duly signed, dated and stamped.
- Detailed original/copies of all receipts.
- Statement of Benefit/Account from your Medical Health Provider (if applicable).
- Referee's report (if applicable).
- Camogie Secretary's letter (if applicable).
- Referral letter from a doctor, recommending that physiotherapy treatment was needed (if claiming for physiotherapy expenses).
- Give all the necessary documents to your Team Manager who will pass them on to the Camogie Injury Co-ordinator to be checked. If all is in order, the Camogie Chairperson and Camogie Secretary will sign the claim form and all the documents will then be submitted to Gogans/Aviva to be processed.