

Submitting an Injury Claim

In the event of a player sustaining an injury the following procedures must be adhered to:

- Inform the referee of your injury and give the referee your name. If the injury only becomes apparent after the match then inform you manager immediately who must contact the referee with your name and details of your injury in order to have it submitted with the referees match report. If the injury is sustained at training inform your manager. The manager will then inform the relevant club personnel.
- A player must attend a doctor in order to validate an injury claim (**please read exceptions below**). A GP or hospital/private clinic doctor will suffice.
- **The Injury form must be submitted to Willis within 60 days of the injury** irrespective of whether or not the injury treatment is complete. Failure to comply with this will render the claim null and void. **In order to meet the 60 day requirement all injury claims must be submitted to the club for processing within 45 days of the injury, to allow sufficient time for both the club and county board to process and forward to Willis.**
- The Injury claim must be submitted on the current claim form as older versions are not accepted. The current injury claim form is available on the club website and is the one that requires the player's signature at the bottom of Section A on Page 2 and the players membership number in Section F on Page 5.

The Injury Claim Form.

1. Submitting a Claim for Medical Expenses only

Section A must be completed with your details. A player must indicate if he has medical insurance as failure to do so for a player who has medical insurance will only delay the processing of the claim. If the injury is hurling related then the necessary section on helmets must be filled in on page 1. On Page 2 click the medical expenses box, and fill out the date of the injury the opposition and give a brief detail of the injury. If the injury was sustained at training write "training" for the opposition, in such circumstances the club secretary will submit a covering note stating that the injury was sustained at an official club training session. The bottom of Section A on Page 2 must be signed by the player.

Section E must be completed by the doctor/dentist that attended to the injured player. Hospitals/Clinics will fill out for the form for the doctor that attended to the injured player retrospectively. Section E must contain the players name and address, the doctor's diagnosis and the treatment administered/prescribed. The doctor must also tick the box to say the injury was GAA related. The form must be stamped with the Doctor's/Hospital/Clinic stamp. Failure to comply with any of the above will result in the claim being returned. **Under the GAA injury scheme, a submitted form cannot be retrospectively amended**, instead a letter

on headed paper is required to cover the amendment, so it is mandatory that the form is completed correctly and in full when being submitted, to avoid delay.

Section F must be signed and dated by the player in the claimant's declaration. The Club Secretary will sign and date Section F as appropriate and include the player's membership number. The County Secretary will sign accordingly and include a copy of the referees report confirming the injury.

2. Submitting a Claim for Loss of Wages

Section A must be completed as in 1.

Section B must be completed for self-employed people only with a letter from your accountant (including the accountant's registration number) stating your weekly wages as well as details of any claim with the Dept. of SC&FA.

Section C must be completed for employed people only. Loss of Wages Certification must be completed by the player's employer and signed by the player's HR manager and stamped with the company stamp. If the company does not have an official stamp then a letter from the HR manager on official company headed paper confirming the details of Section C will suffice. A letter from the player's employer stating his weekly wage or 3 recent pay slips must be submitted with the claim.

Section D must be completed by the player's local Dept. of SC&FA office irrespective of whether or not he has been in receipt of benefit. The form must be stamped by the Dept. of SC&FA.

Section E and Section F must be completed as in 1.

Exceptions

The first €100 is exempt from any claim under the GAA Players Injury Scheme and it does not cover physiotherapy expenses except for post-operative physiotherapy. If a player wishes to make a claim for non-post operative physiotherapy expenses he should submit a claim using the club's players supplementary injury scheme. The same applies for doctor/dentist/hospital claims of €100 or less.