

## How to submit a MetLife Accident claim



Submitting an accident claim doesn't have to be challenging. Below you'll find the information and tools you need to make the process as smooth as possible.

How to submit an accident or hospital indemnity claim online

Submitting a claim is as simple as 1-2-3:



Visit mybenefits.metlife.com or download the MetLife Mobile App to view your certificate of insurance and to initiate your claim\* or call 866-626-3705 to obtain a claim form\*.



Answer some questions about your claim and upload your medical documentation to support your claim. The whole process takes just minutes!

Visit MyBenefits or your MetLife Mobile App frequently to check claim status, letters and benefit payments.

\*For Critical Illness claims, a Physician Statement, which is available on MyBenefits, needs to be completed by your physician.

#### What happens next

A MetLife claims specialist will review your information, request any additional medical information (if necessary), and notify you in writing of a claim decision.

### Online claim submission can be hassle-free!

You can register at www.mybenefits.metlife.com or on the MetLife Mobile App. See reverse fordetails.



# Benefits of registering to process claims online:

- · Faster processing time
- · Less paper waste
- Claims can be submitted 7 days a week

### MyBenefits: easy online claim submission

MyBenefits is the web portal for MetLife group participants. Once registered, you can log in to:

- Submit a claim and upload medical documentation
- · See claim status, history, and payments
- · Set up direct deposit of benefits
- Read correspondence from MetLife
- Download claim forms
- · View your certificate of insurance and designate beneficiaries

### MetLife Mobile App

Employees can also submit and access claim information on-the-go. Our mobile app has the same features as the MyBenefits web portal — employees can register and submit claims online, view and edit details for claims and absences.



Download the MetLife app from the iTunes App Store or Google Play

METLIFE'S ACCIDENT INSURANCE IS A LIMITED BENEFIT GROUP INSURANCE POLICY. The policy is not intended to be a substitute for medical coverage and certain states may require the insured to have medical coverage to enroll for the coverage. The policy or its provisions may vary or be unavailable in some states. There are benefit reductions that begin at age 65, if applicable. Like most group accident and health insurance policies, policies offered by MetLife may include waiting periods and contain certain exclusions, limitations and terms for keeping them in force. For complete details of coverage and availability, please refer to the group policy form GPNP12-AX or contact MetLife.

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