



JF Insurance Agency Group Inc.

128-6061 No. 3 Road, Richmond, BC, V6Y 2B2

Phone: 604-232-0896 Fax: 604-232-0897

www.jfuinsurance.com

JF ELITE PLUS STUDENT INSURANCE --- CLAIMS PROCEDURE

Out-Patient Services

1. Go to any nearby clinic, doctor office
2. After treatment, obtain :
 - a) Original payment receipt for the visit with doctor's notes (In case the doctor recommends major investigation/procedure, please call in advance to Ontime Care Worldwide **1-866-209-5804** for approval)
 - b) Original pharmacy receipt for any prescription medications (over-the-counter medications and doctor's notes fees are not covered)
3. Complete and sign :
 - a) JF Elite Student Claim
 - b) Consent Form
4. Mail items 2 and 3 to :

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In-Patient Services (Hospital Admission)

In the event of emergency requiring hospitalization, please call Ontime Care Worldwide IMMEDIATELY:

From Canada and USA: 1-866-209-5804 (TOLL FREE)

From Worldwide: 905-707-9555 (COLLECT CALL)

IMPORTANT : Do not assume someone will contact Ontime Care Worldwide Inc. on your behalf. It remains your responsibility to ensure that Ontime Care Worldwide Inc. has been contacted prior to receiving any treatments or as soon as reasonably possible.

A claim form has been included in the package. Please mail the claim form to JF Insurance Agency Group Inc and we shall settle eligible claims within 7 business days.

Further Inquiry

Phone : 604-232-0896 / Fax : 604-232-0897

Email : vancouver@jfuinsurance.com

Head Office: 15 Wertheim Court, Suite 501, Richmond Hill, Ontario L4B 3H7

Phone: 905-707-1511 Fax: 905-707-1513 Toll free: 1-877-832-5541

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