



Claims Department  
PO Box 21008  
Dept 0514  
Greensboro, NC 27420-1008  
Phone 800-487-1485

**ASSIGNMENT OF BENEFITS**

I, \_\_\_\_\_ Owner/Power of Attorney for Policy  
Number \_\_\_\_\_ hereby authorize Lincoln Financial  
Life Insurance Company to pay Convalescent Care Benefit Payments directly to the facility:

Name of Facility: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

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

Tax ID Number: \_\_\_\_\_

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

## CARE PROVIDER ASSESSMENT

- Please answer all questions completely.
- This form should be completed by the agency or individual that is providing care services for our Insured. If there are multiple agencies or individuals, each provider will need to complete a separate form.
- Please feel free to contact us at 800-487-1485 if you have any questions regarding this form or its completion.

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### INSURED INFORMATION

Insured's Name: \_\_\_\_\_ Policy Number: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ SSN: \_\_\_\_\_

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### PROVIDER INFORMATION

Please Choose Type:     Facility     Individual Caregiver

#### Facility/Agency

Corporate Name: \_\_\_\_\_

D/B/A: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

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

Type of Facility/Agency: \_\_\_\_\_

Please list any licenses or accreditations (Please Submit copies of any listed.): \_\_\_\_\_

Are you Medicare Certified?     Yes     No

If yes, is the insured bed classification Medicare Certified?     Yes     No

Are the patient's expenses covered by Medicaid, workers' compensation, employer's liability, occupational disease, motor vehicle no fault, and/or any governmental program coverage?     Yes     No

If yes, list policy or contract holder, policy or contract number(s) and name and address of the insurance company or administrator.

Medicare     Part A     Part B (Doctor's Plan)

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### INDIVIDUAL CAREGIVER

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

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

Are you related to the insured in any way?     Yes     No

If Yes, what is the relationship? \_\_\_\_\_

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## PATIENT CARE INFORMATION

Date of Admission/Date care began: \_\_\_\_\_

Date of Discharge/Date care ended: \_\_\_\_\_

Number of Days charged for (services/room & board): \_\_\_\_\_

Charge Per Day: \$ \_\_\_\_\_

**Please note that we require itemized bills statements for reimbursement.**

Patient Diagnosis/Reason for Admission: 1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Attending/Recommending Physician: \_\_\_\_\_

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

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## ACTIVITIES OF DAILY LIVING

Please review each activity of daily living and provide an objective assessment of the assistance provided to the patient by checking the most appropriate response for each activity. Please describe specific needs/limitations in notes section below.

Rating Scale:

0= Without assistance

1= Supervised

2= Hands-on assistance

3= Completely dependent

Task Description:

1. Bathing       0     1     2     3

2. Dressing       0     1     2     3

3. Eating/Feeding     0     1     2     3

4. Toileting       0     1     2     3

5. Transferring     0     1     2     3

6. Continence       0     1     2     3

**NOTES:**

## COGNITIVE ASSESSMENT

Is a cognitive deficit present?     No     Yes    If yes, please answer the following questions.

Level of cognitive deficit?     Mild     Moderate     Severe

Describe any supervision required: \_\_\_\_\_

Are there any other *issues* arising from the cognitive impairment? \_\_\_\_\_

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## SIGNATURES

### Fraud Warning for New York Residents:

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.

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

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_ Hours Available: \_\_\_\_\_

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## FRAUD WARNING

**Warning** – Any person who knowingly and with intent to injure, defraud or deceive any insurance company or other person files a statement of claim containing any false, incomplete or misleading information or conceals, for the purpose of misleading, information concerning any fact material to the claim, commits a fraudulent insurance act, which may be a crime, and in certain states a felony. Penalties may include imprisonment, fines, denial of insurance and civil damages.

### These states require the following fraud warnings:

**California** (For your protection, California law requires this to appear.) – 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.

**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.

**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.

**Minnesota** – A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

**New Hampshire** – Any person who, with a purpose to injure, defrauds or deceives any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud, as provided in **N.H. Rev. Stat. Ann. Subsection 638:20**.

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

**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.

**Puerto Rico** – Any person who knowingly and with the intention of defrauding presents false information in an insurance application, or presents, helps, or causes the presentation of a fraudulent claim for the payment of a loss or any other benefit, or presents more than one claim for the same damage or loss, shall incur a felony and, upon conviction, shall be sanctioned for each violation with the penalty of a fine of not less than five thousand (\$5,000) dollars and not more than ten thousand (\$10,000) dollars, or a fixed term of imprisonment for three (3) years, or both penalties. Should aggravating circumstances are present, the penalty thus established may be increased to a maximum of five (5) years, if extenuating circumstances are present, it may be reduced to a minimum of two (2) years.

**Authorization for Release of Health-Related Information  
to The Lincoln National Life Insurance Company  
This authorization complies with the HIPAA Privacy Rule**

\_\_\_\_\_  
Name of Insured/Certificateholder/Patient (Please Print)

\_\_\_\_\_  
Date of Birth

I authorize any health plan, physician, health care professional, hospital, clinic, laboratory, pharmacy, medical facility, or other health care provider that has provided payment, treatment or services to me or on my behalf (“My Providers”) to disclose my entire medical record and any other protected health information concerning me to The Lincoln National Life Insurance Company (“the Company”) and its agents, employees, representatives and affiliates. This includes information on the diagnosis or treatment of Human Immunodeficiency Virus (HIV) infection and sexually transmitted diseases. This also includes information on the diagnosis and treatment of mental illness and the use of alcohol, drugs, and tobacco, but excludes psychotherapy notes.

By signing below, I terminate any agreements I have made with My Providers to restrict my protected health information and I instruct My Providers to release and disclose my entire medical record without restriction.

My protected health information is to be disclosed under this Authorization so that the Company may: 1) administer claims and determine or fulfill responsibility for coverage and provision of benefits; 2) administer coverage; 3) obtain reinsurance; and 4) conduct other legally permissible activities that relate to any coverage I have or have applied for with the Company.

This authorization shall remain in force for 24 months following the date of my signature below, and a copy of this authorization is as valid as the original. I understand that I have the right to revoke this authorization in writing, at any time, by sending a written request for revocation to the Company at PO Box 21008, Greensboro, NC 27420, Attention: Privacy Officer. I understand that a revocation is not effective if any of My Providers have relied on this authorization or to the extent that the Company has a legal right to contest a claim under an insurance policy/certificate or to contest the policy/certificate itself. I understand that any information that is disclosed pursuant to this authorization may be redisclosed and no longer covered by certain federal rules governing privacy and confidentiality of health information.

I understand that if I refuse to sign this authorization, the Company may not be able to make any benefit payments. I acknowledge that I have received a copy of this authorization.

\_\_\_\_\_  
Signature of Insured/Certificateholder/Patient or Personal Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Policy/Certificate number(s)

\_\_\_\_\_  
Description of Personal Representative’s Authority or Relationship to Insured/Certificateholder/Patient

## INSURED'S STATEMENT OF LOSS

- Please answer all questions completely.
- Please feel free to contact us at 800-487-1485 if you have any questions regarding this form or its completion.

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### INSURED INFORMATION

Insured's Name: \_\_\_\_\_

Policy/Certificate No.(s): \_\_\_\_\_ Issued by (the Company): \_\_\_\_\_

Please list any other policy, contract or account held by our Insured that was issued or administered by any Lincoln Financial Group company. \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Does our Insured currently have a legal representative?**  Yes  No

If yes, please complete below:

Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

**Indicate the type of legal representative:** Power of Attorney  Legal Guardian  Conservator**Please attach a copy of the legal document.**

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### CLAIM INFORMATION

Why are you requesting benefits at this time? (reason for claim): \_\_\_\_\_

Primary Diagnosis (for this claim): \_\_\_\_\_

Date you are claiming benefits as of (mm/dd/yyyy): \_\_\_\_\_

Date care services began (mm/dd/yyyy): \_\_\_\_\_

What type(s) of services are you currently, or will be receiving?

 Home Health Care  Adult Day Care  Respite Care  Assisted Living  Residential Care Facility Nursing Home  Other: \_\_\_\_\_

Medical Provider who recommended care services: \_\_\_\_\_

Doctor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Date First Seen: \_\_\_\_\_ Most Recent Visit: \_\_\_\_\_

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## CARE SERVICES

### Individual Caregiver

Please provide us with information regarding care services provided by an individual caregiver.

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Care Services Provided: \_\_\_\_\_

\_\_\_\_\_ Hrs/Days: \_\_\_\_\_

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

### Facility/Agency

Please provide us with information regarding care services received which have been provided by an agency or medical professional such as Assisted Living, Nursing Home or other facilities.

Agency Name: \_\_\_\_\_

Care Services Provided: \_\_\_\_\_

Date(s) of Service: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Care Services Provided: \_\_\_\_\_

Date(s) of Service: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

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## ACTIVITIES OF DAILY LIVING

Please review each activity of daily living and provide an objective assessment of our Insured's current functional ability by checking the most appropriate response for each activity. Space is provided for comments/notes.

Rating Scale:

0=Without assistance

1=Supervised

2=Hands-on assistance

3=Completely dependent

Task Description:

1. Bathing       0     1     2     3

2. Dressing      0     1     2     3

3. Eating/Feeding  0     1     2     3

4. Toileting     0     1     2     3

5. Transferring  0     1     2     3

6. Continence    0     1     2     3

Is there a cognitive deficit present?      No      Yes

**NOTES:**

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**CLAIM CONTACT**

*Authorization for Disclosure of Information Form Must be Completed.*

*By indicating an individual below and signing this form, the policyowner authorizes us to release information regarding this claim to the individual named below.*

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Relation to our Insured: \_\_\_\_\_

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\_\_\_\_\_  
Signature of Insured or Insured's Legal Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Policy Owner (*if other than Insured*)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title



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**AFFIDAVIT**

Policy/Certificate Number \_\_\_\_\_

Issued by (the "Company")\_\_\_\_\_

WHEREAS, \_\_\_\_\_, ("Principal"), appointed \_\_\_\_\_ ("Attorney"), as true and lawful attorney in fact to act on behalf of \_\_\_\_\_ ; under a Durable/General Power of Attorney dated \_\_\_\_\_ ; and

WHEREAS, \_\_\_\_\_ desires to exercise powers, rights, duties, acts and obligations granted under such Durable/General Power of attorney.

NOW, THEREFORE, Attorney states and certifies to the Company...

- the Principal is alive on this date; and
- the Durable/General Power of Attorney, dated \_\_\_\_\_, has not been revoked; and
- the Attorney has not been removed by either the Principal or any conservator, guardian or other fiduciary appointed by the court in the event of disability or incompetence; and
- the specific right(s) of policy ownership being exercised by the Attorney are in full compliance with the powers, rights, duties, acts and obligations under such Durable/General Power of Attorney and the laws of the state under which said Durable/General Power of Attorney was issued.

\_\_\_\_\_  
Attorney

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ }

On this \_\_\_\_\_ day of \_\_\_\_\_ before me, the undersigned, a Notary Public in and for said (month/year)

County and State personally appeared \_\_\_\_\_ , known to me (or satisfactorily proven), to be the person whose name is subscribed to the within instrument, and acknowledge that she/he executed the same.

In Witness whereof, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public  
My Commission Expires:

(Seal)