

ATHLETIC INSURANCE INSTRUCTIONS

The Alabama Community College Conference maintains a sports accident insurance policy for all covered athletic injuries. This policy is excess to any other valid and collectible insurance – it is a secondary policy and all claims must be submitted to the athlete's primary insurance first.

In regards to a dental claim: The claim must be submitted to both the dental insurance and medical insurance if available.

To reimburse prescription expenses we will need a copy of the itemized prescription bill. Cash register receipts are ineligible.

Once a response is received from the primary coverage, please submit a valid HCFA-1500 or UB92/04, along with a copy of primary insurance Explanation of Benefits, directly to our claims administrator at:

**BMI Benefits
PO BOX 511
Matawan, NJ 07747
Phone: (800) 445-3126 X304**

**Group Name: Alabama Community College Conference
School:
Policy Number: SIC L40400627 001**

Attn: Julie Freeman

Payment will be made directly to the medical provider, unless we receive copies of cancelled checks or payment receipts from the provider.

Disclaimer: Claims submitted under the Alabama Community College Conference coverage are subject to all policy limitations and exclusions. This instruction sheet is not a guarantee of payment, it is intended only to facilitate submission of claims.