

# Insurance Service for International Students in China

## 1. claims process

- 1) step 1: call for 4008105119-1
- 2) step 2: passport number
- 3) step 3: Consultation for disease; outpatient care guideline; payment guarantee for inpatient.

## 2. Documents For outpatient treatment (send to the insurance company):

- a. Copy of your passport.
- b. The attachment is“平安养老留学生代理赔委托书模板”, please print, fill it in, ask your teacher to stamp on it and your handwritten signature is required.
- c. All original invoices.
- d. All the medical records. Every time you go to hospital you MUST ask the doctor to write the medical record for you. This is very important.
- e. Your bank account information that includes: account name, card number, sub-branch name of the bank. You can go to the bank and ask the staff there to print the account statement for you.
- f. If you go to hospital due to accident (got injured accidentally), please write a report to show us clearly where, when and how you get injured. Your clear handwritten signature is required.

## 3. Documents For hospitalization (send to the insurance company):

- a. Copy of your passport.
- b. The attachment is“平安养老留学生代理赔委托书模板”, please print, fill it in, ask your teacher to stamp on it and your handwritten signature is required.
- c. The original invoice.
- d. Detailed expenditure sheet.
- e. Hospital discharge summary.
- f. Your bank account information that includes: account name, card number, sub-branch name of the bank. You can go to the bank and ask the staff there to print the account statement for you.
- g. If you go to hospital due to accident (got injured accidentally), please write a report to show us clearly where, when and how you get injured. Your clear handwritten signature is required.

## 4. mailing address

·Insurance company address: 北京市西城区金融大街 23 号平安大厦 9 层 留学保险项目组 ;

·Zip code: 100033;

·Addressee: 留学保险项目组;

·contact number: 010-59731688;

## **5. Notice:**

1. The hospital has to be a **public hospital(Jinhua Municipal Central Hospital and Jinhua People's hospital)** and do everything as Chinese normal. No international service, special need service, no rehabilitation department, no plastic department. Also anything like pregnancy can't be covered.

2. One accident, 180 days. Any treatment after 180 days since the accident happened can't be covered by the insurance.

3. For outpatient treatment (disease) **Starting-line is 650 RMB(The excess is reimbursed at 85%); Daily Limitation is 600RMB. For accident there is no daily limitation, no starting-line.**

4. Hospitalization: 100% claim; Self-funded expenses are not reimbursed(The standard of nursing fee is 200 yuan a day, no more than 60 days).

**If you do not understand, please log on [www.lxbx.net](http://www.lxbx.net) to learn more information about it.**