Filing Instructions for a Maternity Disability Claim

Employee's Statement for Maternity Claim:

- The employee must complete the Employee's Statement in full, sign, date, and
- Read, sign, and date the AUTHORIZATION FOR RELEASE OF INFORMATION (HIPAA-COMPLIANT) form.

Policyholder's Statement for Maternity Claim:

• The employer must complete the Policyholder's Statement in full, sign, and date.

Completed statements should be mailed to the address below or fax to (207) 591-3048

All portions of these forms must be completed in order to expedite your claim.

If you have any questions when completing this form, please call: Toll-Free Phone Number (866) 258-8744

American United Life Insurance Company® c/o Disability RMS
One Riverfront Plaza
Westbrook, Maine 04092-9700



AMERICAN UNITED LIFE INSURANCE COMPANY®

a OneAmerica® company

Employee's Statement For Maternity Claims

TO BE COMPLETED BY THE EMPLOYEE

Products and financial services provided by American United Life Insurance Company® a OneAmerica® company c/o Disability RMS One Riverfront Plaza Westbrook, ME 04092-9700 Fax: 1-207-591-3048 Toll Free Phone: 1-866-258-8744



(TO AVOID DELAY, ALL QUESTIONS MUST BE ANSWERED)

Notice of Claim for: S	hort Term	Disability Benefits		ong Term Di	sability B	enefits		
NAME OF EMPLOYEE					EMPL	OYEE'S SOCIAI	L SECURITY	
EMPLOYEE'S ADDRESS	STRE	ET & NUMBER		CITY		STATE	ZIP	
TELEPHONE NUMBER		CELL PHONE NUMI	BER		DATE OF	BIRTH		
HOW MANY HOURS WERE YOU REGULARLY WORKING PER WEEK WITH YOUR PRESENT EMPLOYER? hrs. Authorized to work/reside in US? Yes No	GROSS ANNUAL WAGES: (During the 12 months just prior to disability – for this employer only) \$		your	PLEASE INDICATE HOWYOU ARE PAID (Check all that apply): Hourly Salaried Other Includes commissions Includes bonuses				
NAME OF EMPLOYER	EMPLOYER'S TELEP		HONE NUMBER		GROUP I	GROUP POLICY NUMBER		
EMPLOYER'S ADDRESS	STRE	ET & NUMBER		CITY	STATE ZIP			
YOUR OCCUPATION & TITLE ESSENTIAL DUTIES OF YOUR JOB ATTHETIME OF DISABILITY								
DATE YOU LAST WORKED BECAUSE OF DISABILITY: WORK ON A PART-TIME BASIS:		DATE YOU RETURNED TO WORK ON A FULL-TIME BASIS:			DATE FIRSTTREATED FOR YOUR PREGNANCY:			
PRIMARY CARE PHYSICIAN'S	:	OB/GYN PHYSICIAN	N'S:		OTHER P	ROVIDER'S:		
NAME:		NAME:		NAME:				
ADDRESS:		ADDRESS:		ADDRESS:				
PHONE:		PHONE:		PHONE:				
FAX:		FAX:		FAX:				
IF "HOSPITAL CONFINED," GIVE DATES OF CONFINEMENT: FROM THROUGH								
HOSPITAL:					City	State	Zip	
HOSPITAL PHONE NUMBER:								
ARETHERE ANY COMPLICATION CURRENT PREGNANCY? IFYI						COMPLICATIO EASE EXPLAIN		
DATE OF LAST MENSTRUAL PERIOD (LMP):			ACTUAL DATE OF DELIVERY:					
EXPECTED DATE OF DELIVERY:			□ VA	GINAL	□ C-SEC	TION		

Employee's Statement For Maternity Claims

TO BE COMPLETED BY THE EMPLOYEE

Products and financial services provided by American United Life Insurance Company® a OneAmerica® company c/o Disability RMS One Riverfront Plaza Westbrook, ME 04092-9700 Fax: 1-207-591-3048 Toll Free Phone: 1-866-258-8744



(TO AVOID DELAY, ALL QUESTIONS MUST BE ANSWERED)

NAM	NAME OF EMPLOYER GROUP POLICY NUMBER						
	NAME OF EMPLOYEE						
As a	result	of this disability, are you, your spouse	e or any of your o	lependent childre	en receiving am	nounts from an	v of the
follov			o or any or your c	iopondoni omar	on roosiving un	iodino iromi dir	y 01 till0
YES	NO	TYPE	AMOUNT	DATE BEGAN		PAID WEEKLY	PAID MONTHLY
		Sick Pay, Vacation, PTO Salary Continuance	\$				
		Workers' Compensation	\$ \$				
		Local, State or National Association				Ш	Ш
		or Society Disability Income Plan	\$				
		No Fault					
		Unemployment Compensation	Ť			_	_
		Disability	\$				
		Social Security Benefits					
		(disability or retirement)	\$				
		Retirement Income					
		(normal, early, or disability)	\$				
		Other STD/LTD Benefits	\$				
		Other (describe)	\$				
HAVE	YOU	APPLIED, OR DO YOU PLANTO APPLY	FOR BENEFITS	DESCRIBED ABO	OVE?	YES □ NO	
TYPE				DATE APPI	LICATION FILED)	
TYPE	<u> </u>			DATE APPI	LICATION FILED)	
IFYO	UR RE	QUEST FOR BENEFITS IS APPROVED	. DO YOU WANT	USTO WITHHOL	D FEDERAL INC	COMETAXES?	
□ YE		□ NO IFYES, COMPLETE, SIG					
DISCRETIONARY AUTHORITY: Benefits under the policy will be paid only if American United Life Insurance Company® (AUL) (or its third party administrator) decides in its discretion the claimant is entitled to them. Except for the functions the policy explicitly reserves to the Participating Unit or Trustee, AUL (or its third party administrator) reserves the right to: 1) manage the policy and administer claims under it; and 2) interpret the provisions and resolve any questions arising under it.							
AUL's (or its third party administrator's) authority includes, but is not limited to, the right to: 1) establish and enforce procedures for administering the policy and claims under it; 2) determine participants' eligibility for coverage and entitlement to benefits; 3) determine what information it reasonably requires to make such decisions; and 4) resolve all matters when a claim review is requested. Any decision that AUL (or its third party administrator) makes, in the exercise of its authority, will be conclusive and final subject to any rights under applicable laws such as the Employee Retirement Income Security Act (ERISA). This provision applies only where the interpretation of the policy is governed by ERISA. AUL may delegate some or all of its rights under this Discretionary Authority provision to another person or entity, and AUL hereby desires to share with and delegate rights under this provision to its third party administrator, Disability Reinsurance Management Services, Inc.							
The undersigned represents and warrants any information or documents provided to AUL by the undersigned prior to and after the date of the application for insurance and the facts and other matters contained in the foregoing are true and accurate to the best of the undersigned's knowledge and belief. The undersigned understands and agrees: 1) any insurance coverage or benefit is contingent upon any statement made to AUL as being complete and correct; and 2) benefits under any policy will be paid only if AUL decides in its discretion the applicant is entitled to them. The undersigned acknowledges reading, understanding and retaining the notices, limitations, and exclusions for his/her records. The undersigned acknowledges reading and understanding the state specific fraud statements on the following page. Signature of Employee							
Sign	ature o	of Employee			Date _		

Fraud Warnings (For use in AL, AR, DC, LA, NM, TX and WV)

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance may be guilty of a crime and may be subject to fines and confinement in prison.

Alaska

A person who knowingly and with intent to injure, defraud, or deceive an insurance company files a claim containing false, incomplete, or misleading information may be prosecuted under state law.

Arizona

For your protection, Arizona law requires the following statement to appear on this form. Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.

California

For your protection California law requires the following to appear on this form. 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 or 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.

Delaware, Idaho, Indiana, Oklahoma

Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any statement of claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

Florida

Any person who knowingly and with intent to injure, defraud or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

Kentucky

Any person who knowingly and with intent to defraud any insurance company or other person files a statement of a claim or an application for insurance 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.

Maine, Tennessee, Washington

It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

Maryland, Rhode Island

Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Minnesota

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

New Hampshire, Ohio

Any person who, with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud

New Jersey

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

Oregon

Any person who makes an intentional misstatement that is material to the risk may be found guilty of insurance fraud by a court of law.

Pennsylvania

Any person who knowingly and with intent to defraud any insurance company or any 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 a person to criminal and civil penalties.

Virginia

It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines or a denial of insurance benefits.

Maternity Disability Claim

Products and financial services provided by American United Life Insurance Company® a OneAmerica® company c/o Disability RMS
One Riverfront Plaza
Westbrook, ME 04092-9700
Fax: 1-207-591-3048
Toll Free Phone: 1-866-258-8744



Group Policy No	Name of Employer
Name of Employee (Please Print)	

AUTHORIZATION FOR RELEASE OF INFORMATION (excluding psychotherapy notes) (HIPAA-COMPLIANT)

(to be signed and dated by the insured/claimant)

I authorize any licensed physician; any other medical practitioner or provider, pharmacist, hospital, clinic, other medical or medically-related facility; federal, state or local government agency; insurance or reinsuring company; the Social Security Administration; consumer reporting agency or employer having information available as to diagnosis, treatment or prognosis with respect to any physical or mental condition and/or treatment of me and any non-medical information about me (including any information, data or records regarding my Social Security, FICA earnings history, Workers Compensation, State Disability, pension, credit, earnings and employment history) to give any and all such information to authorized representatives of Disability Reinsurance Management Services, Inc. (Disability RMS); American United Life Insurance Company® (AUL); and AUL's reinsurer(s). This excludes psychotherapy notes and includes, but is not limited to, any other mental or psychiatric records; medical, dental and hospital records (including psychiatric, alcohol abuse, drug abuse and, where permitted by law, HIV/AIDS information) which may have been acquired in the course of examination or treatment. I understand that the information obtained by use of this authorization will be used by Disability RMS, AUL, AUL's reinsurer(s) and their representatives to evaluate and adjudicate my current disability claim, and be re-disclosed to (a) any medical, investigative, financial or vocational specialist or entity, or (b) any other organization or person, employed by or representing Disability RMS, AUL or AUL's reinsurer(s)to assist with the evaluation and adjudication of my current disability claim and/or to report aggregate claims information to AUL. I understand that information used or disclosed pursuant to this authorization may be subject to redisclosure by the recipient and may no longer be protected by the Health Insurance Portability and Accountability Act's (HIPAA's) privacy rules, or any other federal or state law.

This authorization is valid during the pendency of my claim and shall expire on the date my claim ends. A photocopy of this authorization is as valid as the original. I understand that my authorized representative or I have the right to request and receive a copy of this authorization and the information to which it pertains.

I understand that I have the right to revoke this authorization by notifying Disability RMS at the address above in writing, of my revocation. However, such revocation is not effective to the extent that Disability RMS and/or AUL have relied previously upon this authorization for the use or disclosure of my protected health information. In addition, I understand that my revocation of or my failure to sign this authorization may impair Disability RMS's and AUL's ability to evaluate my current disability claim and as a result may be a basis for denying that current disability claim for benefits.

I understand that a physical exam of me may be ordered.

I understand that an investigative consumer report about me may be requested. These reports contain information about my character, general reputation, mode of living and health except as may be related directly or indirectly to my sexual orientation. The information may be obtained through interviews with me, my neighbors, friends and others who know me. Upon request, Disability RMS or AUL will give me the name and address of the consumer reporting firm so that I may request a copy of that report.

Claimant Signature (or Authorized Representative):	Date:
Description of Personal Representative's Authority (if applicable): _ (If signed by authorized representative, attach verification of identity)	

Policyholder's Statement For Maternity Claims

Mailing Address of Policyholder (Company)

TO BE COMPLETED BY THE POLICYHOLDER
(TO AVOID DELAY, ALL QUESTIONS MUST BE ANSWERED)

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One Riverfront Plaza
Westbrook, ME 04092-9700
Fax: 1-207-591-3048
Toll Free Phone: 1-866-258-8744



Notice of Claim for: Short Term Disability Benefits Long Term Disability Benefits NAME OF EMPLOYER **GROUP POLICY NUMBER** NAME OF EMPLOYEE EMPLOYEETELEPHONE NUMBER EMPLOYEE ADDRESS (City, State, Zip Code) **OCCUPATION INSURANCE CLASS** DATE LAST WORKED ☐ Disability DATE EMPLOYED DATE INSURED **REASON FOR STOPPING WORK** □ Dismissed □ Resigned □ Layoff □ Retired ☐ Family Medical Leave of Absence ☐ Other Leave of Absence ☐ Other Reason IF EMPLOYEE HAS NOT RETURNED IF PART-TIME, NUMBER OF DATE RETURNEDTO WORK DATE EMPLOYMENT DATE DISABILITY INSURANCE HOURS WORKED PER WEEK TO WORK, ESTIMATED RETURNTO **TERMINATED** TERMINATED WORK DATE ☐ FULL-TIME ☐ PART-TIME GROSS MONTHLY SALARY: (Provide salary PLEASE INDICATE HOW THE EMPLOYEE IS PAID **ACTUAL NUMBER** OF HOURS WORKED last reported and approved by AUL in writing.) (check all that apply): ☐ Hourly ☐ Salaried ☐ Other_ / Hourly Rate □ Includes commissions □ Includes bonuses PER WEEK ☐ YES IS EMPLOYEE SUBJECTTO FICATAX? □ NO IF "YES", IS EMPLOYEE SUBJECTTO ☐ FULL FICATAX? □ MEDICARE PORTION ONLY? PERCENTAGE OF EMPLOYEE/EMPLOYER CONTRIBUTION TO PREMIUM FOR THIS DISABILITY PLAN **EMPLOYEE** □ 100% □ OTHER □ % IS EMPLOYEE CONTRIBUTION: ☐ PRE-TAX DEDUCTION? **EMPLOYER** □ 100% □ OTHER % ☐ AFTER-TAX DEDUCTION? **EMPLOYEE ELIGIBLE FOR: AMOUNT** DATE BEGAN DATETERM. PAID WEEKLY PAID MONTHLY YES NO **TYPE** Sick Pay, Vacation, PTO Salary Continuance Benefits Workers' Compensation Local, State or National Association or Society Disability Income Plan No Fault **Unemployment Compensation** Disability Social Security Benefits (disability or retirement) Retirement Income (normal, early, or disability) Other STD/LTD Benefits Other (describe) \$ DISCRETIONARY AUTHORITY: Benefits under the policy will be paid only if American United Life Insurance Company® (AUL) (or its third party administrator) decides in its discretion the claimant is entitled to them. Except for the functions the policy explicity reserves to the Participation Unit or Trustee. AUL (or its third party administrator) reserves the right to: 1) manage the policy and administer claims under it; and 2) interpret the provisions and resolve any questions arising under it. AUL's (or its third party administrator) authority includes, but is not limited to, the right to: 1) establish and enforce procedures for administering the policy and claims under it; 2) determine participant's' eligibility for coverage and entitlement to benefits; 3) determine what information it responsibly requires to make such decisions; and 4) resolve all matters when a claim review is requested. Any decision that AUL (or its third party administrator) makes, in the exercise of its authority, will be conclusive and final subject to any rights under applicable laws such as the Employee Retirement Income Security Act (ERISA). This provision applies only where the interpretation of the policy is governed by ERISA. AUL may delegate some or all of its rights under this Discretionary Authority provision to another person or entity, and AUL hereby desires to share with and delegate rights under this provision to its third party administrator, Disability Reinsurance Management Services, Inc. The employer/policyholder represents and warrants any information or documents provided to AUL by the employer/policyholder prior to and after the date coverage became effective and the facts and other matters contained in the foregoing are true and accurate to the best of the employer/policyholder's knowledge and belief. The employer/policyholder has received, reviewed, and complied with AUL's written instructions including but not limited to AUL's administration guide. The employer/policyholder understands and agrees: 1) any insurance coverage or benefit is contingent upon any statement made to AUL as being complete and correct; and 2) benefits under any policy will be paid only if AUL decides in its discretion the applicant is entitled to them. The undersigned acknowledges reading and understanding the state specific fraud statements on the following page. I CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ABOVE STATEMENTS ARE TRUE AND CORRECT. Name of Policyholder (Company) Print Name & Title of Official Representative

Signature

Telephone Number

Date

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