

## **POLICE TREATMENT CENTRE CLAIM FORM**



The Thames Valley Police Federation Group Insurance Scheme includes a convalescence benefit for the purposes of assisting members with travel expenses should they need to stay as an inpatient at a Police Rehabilitation Centre on the recommendation of a registered Medical Practitioner. This form requires filling in by a member of the Police Rehabilitation Centre staff on attending and returning to the Police Federation Office on completion.

All claims will be paid in accordance with the policy terms, conditions and limits (see policy for full details)

**I certify I attended the Police Treatment Centre at:**

\_\_\_\_\_

**From:** \_\_\_\_/\_\_\_\_/\_\_\_\_ **to:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**on the recommendation of either a medical practitioner or other suitably qualified medical person.**

**SERVING OFFICER: -**

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

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

\_\_\_\_\_

\_\_\_\_\_ **Postcode:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Tel No:** \_\_\_\_\_

**Rank:** \_\_\_\_\_ **Collar No:** \_\_\_\_\_

**We will settle claims by BACS Transfer. Please complete the member's bank details below: -**

**Branch Sort Code:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Account Number:** \_\_\_\_\_

**Account Name(s):** \_\_\_\_\_

**Please ensure you provide us with the exact account name as it appears on your bank account. Failure to do so will result in a delay in us processing your payment.**

**To be completed by PTC Staff member**

Signed: \_\_\_\_\_

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

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

**Member Declaration**

I declare that the above statements are true and complete.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return the completed claim form to:** - Philip Williams and Co, 35 Walton Road,  
Stockton Heath, Warrington, WA4 6NW.

**TO BE COMPLETED BY TRUSTEE OF SCHEME:**

I certify that the claimant is a member of the Scheme and that the claim details are correct.

Date of Joining Scheme: - \_\_\_\_/\_\_\_\_/\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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

**DATA PROTECTION NOTICE**

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