

How to use this form

Use this form to claim eligible benefits for travel and accommodation expenses when someone on your membership has travelled 100km or more from home to be admitted to hospital.

Send the completed form to GMHBA

Once all sections of the form are complete and signed, return all pages with relevant invoices/receipts by

Email: service@gmhba.com.au

Post: GMHBA Limited Reply Paid 761,
Geelong VIC 3220

Claim checklist

- I have read the travel and accommodation claim eligibility criteria provided on [page 3](#)
- I have confirmed that I am not eligible for state or territory travel and accommodation benefits
- I have completed all sections of this form, including section 4 - declaration and acknowledgment
- For accommodation claims only: I have included a copy of the itemised receipt/s
- I can confirm that I am claiming for a service that occurred within the last two years
- My membership was active on the day the treatment or service occurred
- My bank details are up to date with GMHBA

Section 1 - Patient details

First name

Member number

Last name

Address

Suburb

State

Postcode

Phone number or email address

Patient's date of birth

Section 2 - Admission details

Facility attended

Admission date

Discharge date

Please complete the section/s you want to claim.

Section 3A - Travel claim details	
Travel date	Distance travelled (kms)

Section 3B - Accommodation claim details	
Date of stay	Accommodation provider

Section 4 - Declaration and acknowledgment

By submitting this claim I agree to the following:

1. I consent to the collection, use and disclosure of my personal information including sensitive and health information, in relation to this claim, in accordance with GMHBA Health Insurance Privacy Statement and our privacy policy which is available at gmhba.com.au or on request by contacting us. GMHBA Limited (GMHBA) complies with the Privacy Act 1988 (Cth) to ensure your personal information, sensitive information including health information, is protected.
2. I confirm that I have read and agree to GMHBA's [Fund Rules](#) and [Important Information Guide](#).
3. I am liable for the expenses relating to this claim.
4. I agree to send my receipts to GMHBA, retain them for up to two years and supply them upon request. GMHBA undertakes audit activities to protect member assets and contain costs. From time to time, in the general interest of our members, a GMHBA representative may contact you with a request relating to benefits paid or charged raised by health care providers.
5. I am liable to GMHBA for unpaid premiums and for overpayments of benefits paid in error, oversight or otherwise not entitled. Overpayments can be made by GMHBA either through an error in completing a claim, or an error in processing a claim. If an overpayment is made, I agree I am liable to repay the amount of the overpayment to GMHBA on demand. For further information on GMHBA's auditing practices, please review our [Fund Rules](#).
6. I authorise GMHBA to contact the provider of any professional service for clarification of any details provided in this claim.
7. The expenses detailed in this claim are not, and will not, be subject to compensation from any other source including Work Cover, TAC, Third Party Repatriation or claim for damages.
8. There is no entitlement to claim compensation or damages from any other source including State or Territory Travel and Accommodation benefits, Workcare, Third Party, Repatriation or claim for damages.
9. The services were not for the purpose of health screening, superannuation entry or a health examination requested by an employer.
10. I acknowledge that, where practical, information has been provided with the consent of the individual to whom it relates.
11. All information I have supplied in relation to this claim is true and correct.

Signature

Date

Please send your completed form and itemised receipt/s or unpaid invoice/s to: service@gmhba.com.au or PO Box 761 Geelong, Victoria 3220

Regional travel and accommodation benefits

Before you can claim

If you live in a regional area and need to travel to a larger urban centre to receive specialist hospital treatment not available within 100km of where you live, GMHBA will pay a benefit towards private car transport (0.15c per km) and accommodation (\$150 per night for nights one, two and three, and \$50 per night thereafter). This benefit is available to members on eligible products. Please see your product fact sheet for information regarding eligibility.

Travel conditions - member

- This benefit only applies when an inpatient hospital procedure has taken place.
- All calculations and rules apply based on the patient's primary place of residence.
- Primary Place of Residence is defined as the residential address as listed on the GMHBA policy.
- Service provider must be located more than 100kms from patient's primary place of residence.
- Private car travel - benefit calculated based off the most direct route as per Google Maps.
- Travel benefits are available for private/personal car only. This excludes the use of taxis, rideshare services (e.g. Uber), public transport and fees incurred on toll roads.
- Benefits are available per member per episode.
- This benefit will not be payable until a corresponding hospital account has been received and processed on the patient's membership.

Travel conditions - support person

- Benefits payable for one support person to accompany the patient.
- Support person must travel together with the patient to be eligible to claim benefits.
- All benefits relating to Travel and Accommodation claims will be paid against the patient's membership.
- There is no benefit available for a support person travelling to the member.

Accommodation conditions

- Accommodation provider must be an approved tourist accommodation property i.e. hotel or motel.
- Proof of accommodation required including cost per night and must show ABN details of the property.
- Benefits are payable towards Travel and Accommodation for the night prior, duration of, and night post admission. This includes same day procedures.
- Benefits not payable towards GST (where applicable).
- This benefit cannot be claimed against boarder fees payable in a private hospital.

Relevant state based schemes

- Australian States and Territories offer assistance for Regional Travel and Accommodation. Please contact the Department of Health in your State or Territory for further information.
- If you're entitled to receive a State or Territory benefit on your Travel and Accommodation expenses, you cannot claim your out of pocket expenses with GMHBA. Once you are no longer eligible to claim with your State or Territory, eligible claims can be processed by GMHBA.