

# Staffordshire Police Federation Group insurance scheme Personal Accident claim form



Complete this form and return it to  
**Staffordshire Police Federation office, Hearn Court, Rising Brook, Stafford ST17 9QN**  
You may use additional sheets to provide further information in support of your claim.

**Cover is for Accidents only: 'Accident' means a sudden, unexpected, unusual event which occurs at an identifiable time and place and causes bodily injury. Benefit is not payable if your injury results from normal bodily movement, sickness, disease or any gradually operating or degenerative condition. Temporary disablement benefit is payable after the first 7 days absence.**

### PLEASE COMPLETE IN BLOCK CAPITALS

Title..... First Name ..... Surname .....

Date of birth..... Collar no .....

Home address .....

..... Postcode .....

Telephone no..... Email .....

Date and location of accident.....

Approx. time.....

Please provide a full description of your accident and how your injuries were sustained:

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.....  
.....  
.....  
.....

What injuries did you sustain?

.....  
.....  
.....

Continued on next page



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Were you admitted to hospital overnight? Yes/No (delete as applicable)

**If you were admitted to hospital as a result of your accident, you may be entitled to receive hospital benefit (maximum 7 nights); a completed hospital benefit claim form will be required.**

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I certify that I was a subscribing member of the scheme on the date of the accident and to the best of my knowledge the statements made are true and without reservation. I agree that the information on this form, including sensitive (medical) information, may be stored and shared with Staffordshire Police Federation, the insurers/underwriters, their agents and the scheme brokers, but only for the purposes of processing and recording my claim. I confirm that due to the accident described

I was absent from duty from.....(date in full)

I returned to full / restricted duty on.....(date in full)

Signature of Officer.....Date.....

**Benefit payments are made to your bank account; please complete the following:**

Bank name and address.....

Account name: .....

Branch sort code: ...../...../.....

Account number: .....

**George Burrows are acting on behalf of insurers, which enables us to handle certain claims on their behalf.**

**DATA PRIVACY NOTICE**

George Burrows is a trading name of Arthur J. Gallagher Insurance Brokers Limited (Gallagher).

We are the data controller of any personal data you provide to us. We collect and process personal data in order to offer and provide insurance services and policies and to process claims. Personal data is also used for business purposes such as fraud prevention and detection, financial management, to generate risk modelling, conduct analytics including to advise, improve and develop our products and services and to comply with our legal and regulatory obligations. This may involve sharing information with, and obtaining information from, our group companies and third parties such as (re)insurers, other brokers, loss adjusters, credit reference agencies, service providers, professional advisors, our regulators or fraud prevention agencies. We may record telephone calls to help us to monitor and improve the service we provide as well as for regulatory purposes.

Please see our Privacy Notice for further information on how your personal data is used, shared, disclosed and retained, your rights in relation to your personal data and how to contact our Data Protection Officer. Our Privacy Notice can be found at <https://www.ajg.com/uk/brokerage-privacy-policy/>. From time to time we may make important updates to our Privacy Notice and these may in turn affect the way we use and handle your data. Please ensure you review our Privacy Notice periodically to ensure you are aware of any changes.

If you are providing us with personal data of another individual that would be covered under the insurance policy we may be placing or services we may provide to you, you shall ensure that you have obtained all appropriate consents, where required, tell them you are providing their information to us and show them a copy of this notice. You must not share personal data with us that is not necessary for us to offer, provide or administer our services to you.

**This claim form must be submitted by the Federation office.**

**By submitting this claim via email to George Burrows, we hereby confirm that the claimant was a member of our Group Scheme at the date of the incident and is therefore an eligible claimant.**