

Basic Instructions for Filing an Accident Medical Claim Form

In 2020 USASA changed its insurance provider, USI is the new carrier. In an effort to streamline the claim process, we're providing this basic informational guideline to both make sure the forms are filled out properly, and to prevent players from making common mistakes, that may slow down the process.

Injury claim forms need to be submitted within 90 days of the injury.

Upon injury:

- Complete the USASA Accident Medical Claim Form;
- All sections of the form, pertaining to the player and injury must be completed;
- State Association is NCASA and Region is Region III;
- Please note, in section 7 (page 2) a witness from your team (a captain, coach, referee or teammate) must provide full name, position (ie captain) and telephone number.
- Both the player and witness must sign and date the form on page 3.,
- All completed forms must be submitted to the league representative to sign and forward to the state association, NCASA.

In order to streamline the process and prevent unnecessary delays:

- Do not include copies of any medical information, or any personal information/documentation other than the form. Personal medical information should remain private between you, your physician/medical care giver and insurer.
- Once the claim has been submitted, the insurance company will contact the injured player, to coordinate submission of medical information and bills.
- Please type your information into the form, hand written forms will no longer be accepted
- Send your completed form to your league administration; do not send the claim form directly to NCASA, USASA or the insurance company; this will create unnecessary delays, as the forms would need to be sent to your league administration and NCASA before being sent back to the insurance company.