

# Welcome to Medicash

...one of the UK's oldest and largest providers of healthcare cash plans.

Welcome to Medicash and the positive approach to life, health, and wellbeing already enjoyed by our policyholders throughout the UK.

The fact that you are now a Medicash policyholder means your company has made a real commitment to your health and wellbeing.

As part of that commitment, should you fall ill, Medicash will assist in the most practical way possible; by providing you with money towards the cost of your everyday healthcare.

With dental treatment and optical care, as well as a range of other healthcare treatments covered, you can trust Medicash to help you get better sooner and stay healthier for longer – just as we've been doing for over 140 years.

On the following pages, you'll find all the information you need to know about your plan, including how to make a claim and the important terms and conditions relating to your policy. Please read this booklet in full and keep it safe, along with your benefit table and policy schedule.

# Terms and Conditions

You need to read these Terms and Conditions with your policy schedule and benefit table, which together make up the policy between you, the policyholder, and us.

Please check these carefully to confirm your cover before receiving treatment or paying for goods and services for which you intend to claim. Full details of each benefit are included elsewhere in this booklet.

If you have any questions about your policy or any part of these Terms and Conditions, simply call our Customer Service Team on **0151 702 0265**.

Lines are open Monday to Thursday from 8.45am to 5pm, and Friday from 8.45am to 4pm (except bank holidays). We may record calls for training and monitoring purposes.



# **Contents**

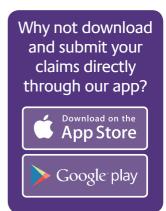
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# Making the most of your Medicash Plan

Over the following pages you can learn more about what's covered within your Medicash Proactive health plan, how to claim and how to access the additional services included within your plan.

Claiming back money on your health costs couldn't be easier. Once you've paid for your treatment just keep the receipt and submit it via the app, or fill in a Medicash claim form and send it back to us. Our team will then either pay the cash directly into your bank or send you a cheque - whichever you prefer. Full details of how to claim and what you are covered for are included elsewhere in this book.

Don't forget, you can add up to four dependent children to your policy absolutely free!



# Get even bigger benefits from Medicash...

Speak to your HR team today to find out how you can apply to increase your level of cover with Medicash and get even bigger benefits. By simply paying a little extra per month, you'll gain access to even more generous cash benefits and can apply to include your partner, so that they too can enjoy the great benefits that come with a Medicash health plan.

For details of the higher levels of cover, please see the benefit table on page 5.

# **Employee Assistance Programme** Feeling stressed or just need some advice?

With Medicash you have instant access to expert information and advice on a wide range of issues through our 24 hour telephone advice service. Your Medicash policy is here to help keep you in the best of health, both physically and mentally.

Here are just some areas our experts can support you with:

- Family Care
- Debt Concerns
- Bereavement
- Money Management
- Stress
- Work/Life Balance
- Redundancy
- Career Guidance
- Relationships
- Health and Wellbeing

24/7 Telephone Counselling & Online Support Up to 8 Face to Face Counselling Sessions\* Please check your Policy Schedule to see if this is

included

So if something is on your mind and you just need some extra help or someone to talk to, call 0845 600 2891<sup>a</sup> or visit www.medicash.org/wellness (Username: Medicash).

# Save £100's each year with Medicash Extras

There are many ways of saving with Medicash Extras, with exclusive offers and money off on everything from holidays and beauty treatments to your favourite high street retailers.

On average users save £250 each year, so let us show you how you too could be saving hundreds of pounds on the things you're already buying...



# Save with our reloadable shopping cards...

Our shopping cards are a great way to make everyday savings – and are a perfect gift idea.

Receive up to 10% discount in your favourite stores simply by using our prepaid shopping cards. Plus, once you've used your prepaid allowance they can be quickly and easily topped-up online, ready for your next visit.

# Save even more with WOWPoints...

WOWpoints are the easy way to earn online currency every time you shop through Medicash Extras.

Every WOWPoint you earn is worth 1p, so 100 WOWPoints = £1. Points can be redeemed against other purchases or even paid as cash directly into your bank account.

# Get instant online discounts...

Whether you are looking for a gift, going to see the latest blockbuster or simply booking a short getaway, you could be saving by using Medicash Extras to access instant online discounts at a wide range of retailers.







	£65 weekly shop	
	Sainsbury's - Shopping Card	
		£169
	£3,380 per year - 5% off	
	£300 Weekend hotel break	
	Expedia - 300 x 5 WOWPoints	£15.00
	0,000,000	
	2 Cinema Tickets - usually £23	
	£10.98 with Medicash Extras	£12.02
		11D
	+ 11 WOWPoints	
'	Mobile phone 12 months	
)	sim only contract - Vodafone	
		£55.00
)	5,500 WOWPoints	
n		

To start saving today simply go to www.medicash.org/extras

Total saving

Once you login for the first time you'll be taken through a tutorial to ensure you get the most out of this exciting new benefit! Please have your policy number to hand.

# **Best Doctors**® – the best choice, best advice, best treatment...

Get a second medical opinion from a world-leading consultant, all without having to leave home.

With Best Doctors® you can access the knowledge and experience of one of over 53,000 world-renowned consultants, experts chosen by their peers as the very best in their fields – giving you the peace of mind that your condition can be assessed by one of the best medical minds.

# Simple and hassle free service:

Call Best Doctors on 0845 600 2892<sup>a</sup> after you have received your initial diagnosis from your GP or Consultant.



A personal Case Manager is assigned who will arrange for all relevant medical documentation to be collected.



The expert consultant analyses your case and prepares an easy to understand report with the diagnosis assessment and treatment recommendations.



You can discuss this report with your Case Manager in more detail and share it with your treating doctor so that together you can make the best decisions about your health.





# The benefits to you:

- 24/7 service
- Private & confidential service
- No need to leave home



As one of our policyholders, Best Doctors is there for you when you need it most. If you are anxious about a diagnosis or simply want a second opinion...

Call **0845 600 2892** or visit **www.medicash.org/bestdoctors** 

<sup>a</sup>This call costs 5p per minute, plus your phone company's access charge.

# **Benefit table**

Cover Level		Level 1	Level 2	Level 3	Level 4
PMI Excess Cover OR Specialist Consultations and Diagnostic Tests yearly maximums	<b>per adult</b> per child	<b>£200</b> £200	<b>£300</b> £300	<b>£350</b> £350	<b>£400</b> £400
Best Doctors® InterConsultation™ Advice for people diagnosed with a medical condition call 0845 600 2892 <sup>△</sup>		Х	<b>√</b>	<b>√</b>	<b>√</b>
Doctor Online To access Doctors Online visit www.medicash.org/doctorsonline and enter 'Medicash' as your insurer when you register		X	<b>√</b>	<b>√</b>	<b>√</b>
Complementary Therapies yearly maximums* covering physiotherapy, sports massage, acupuncture, osteopathy and chiropractic assessment and treatments	<b>per adult</b> per child	<b>£150</b> £75	<b>£175</b> £87.50	<b>£250</b> £125	<b>£350</b> £175
Alternative Therapies yearly maximums* covering reflexology, reiki, Indian head massage, Bowen and Alexander technique, homeopathy, allergy testing and hypnotherapy as part of a treatment plan	<b>per adult</b> per child	<b>£75</b> £37.50	<b>£100</b> £50	<b>£150</b> £75	<b>£200</b> £100
Chiropody yearly maximums*	<b>per adult</b> per child	<b>£20</b> £10	<b>£30</b> £15	<b>£40</b> £20	<b>£50</b> £25
Health Screening yearly maximums*	per adult	£100	£150	£175	£200
Prescriptions, Inoculations and Flu Jabs yearly maximums*	<b>per adult</b> per child	<b>£20</b> £10	<b>£30</b> £15	<b>£40</b> £20	<b>£50</b> £25
yearly maximums OR NH	e per adult IS per adult IS per child	<b>£55</b> <b>£55</b> £27.50	£100 £100 £50	£130 Unlimited £65	£170 d NHS Cove
Dental Accident and Injury yearly maximums	per adult	£200	£300	£400	£500
Optical yearly maximums	per adult	£55 £27.50	£100 €50	<b>£150</b> £75	<b>£200</b> £100

# + medicash

visit www.medicash.org/extras to start saving today.

- Earn points for shopping at over 600 retailers online
- Get access to up front discounts helping you enjoy great savings
- Save £££'s on your weekly shopping at Sainsbury's, Morrisons and more
- Local deals get savings of 50-90% on local restaurants, gyms and more.

FREE COVER FOR UP TO FOUR CHILDREN: Up to four dependent children can be covered at no extra cost, up to their 24th birthday if in full time education. Each child has their own individual entitlement and their claims do not affect any other individuals on the policy.

<sup>\*</sup>Medicash do not cover any treatments or benefits arranged or facilitated through your employer or employees.

<sup>&</sup>lt;sup>A</sup>Please note, calls to 0845 numbers cost 5p per minute, plus your phone company's access charge.

# **Policy summary**



The Medicash Proactive Health Cash Plan is designed to provide you with cover towards the costs associated with your everyday healthcare including new prescription glasses, dental treatment, complementary and alternative therapies, Private Medical Insurance excess payments, consultations, inoculations and more. This health cash plan is underwritten by Medicash Health Benefits Limited.

## The key features and benefits of Medicash Proactive

- · Four levels of cover to choose from on a single basis or jointly with your partner
- Up to four dependent children can be covered for some benefits at no extra cost, up to the age of 16 or 24 if in full time education
- 100% payback of costs incurred for a wide range of everyday healthcare benefits within annual limits, including optical and dental treatments, health screening, inoculations, complementary and alternative therapies
- Unlimited NHS dental allowance for adults on levels 3 and 4
- Reimbursement of Private Medical Insurance (PMI) excess payments directly to the treatment provider within annual limits
- Access to Best Doctors<sup>®</sup> InterConsultation<sup>™</sup> Programme to access a second medical opinion on levels 2. 3 and 4
- Claims can be made as soon as the plan has commenced for all benefits
- · Access to a wide range of savings via the Medicash Extras discount portal
- Additional Employee Assistance Programme (EAP) module can also be provided to eligible employees at the discretion of your employer.

#### The key limitations and exclusion

- This plan is not available to purchase on an individual basis from Medicash. It is only available
  where the employer is paying to cover their employees (see Section 2 in the Terms and Conditions)
- You can apply to include your partner if they are aged 16-65 at the time of joining (see Section 2)
- Claims must be made within 26 weeks of the date that treatment was received (see Section 5)
- For claims relating to dental accident and injury you must attend a dental emergency appointment within five days of the accident or injury to be eligible to make a claim (see Section 10.10)
- If upgrading to level 3 or 4, unlimited NHS dental cover will only be available immediately
  if no private dental treatment has already been claimed within that benefit period (see Section 10.9)
- Additional EAP module is only available when your employer decides to provide it as part of your cover.
   It is not available to purchase by an employee or their partner (see Section 2)
- We will not pay claims for any treatment required as a result of participation in any professional sports, hazardous pursuits or through self inflicted injury (see Section 5)
- This plan is designed to cover you whilst in the UK. It does not cover treatments, purchases or accidents which occur outside of the UK (see Section 5.8)
- We do not cover any treatments or benefits arranged or facilitated through your employer or employees (see Section 10).

#### **Premiums**

We have four tiers of cover available so that you can choose the one that best suits your needs. The benefit table shows the key areas that our policy covers and the maximum we will pay when settling a claim. Premiums include Insurance Premium Tax (IPT) at the current rate. Medicash review premiums periodically, however, if we do make changes that affect you, we will give at least 28 days notice of this.

If your employer, or their appointed representative, makes changes to your policy we will not necessarily give you 28 days written notice of this as it is the responsibility of your employer, or their appointed representative, to notify you in this circumstance.

#### Making a claim

If you wish to make a claim simply download a claim form via our website at **www.medicash.org** or alternatively call **0151 702 0265**. You can also make a claim via the 'My Medicash' app, available to download via the App Store or Google Play. Full details of how to claim are in included in Section 5. If your claim relates to a Dental Accident and Injury, please call **0151 702 0265** and we will send you the appropriate claim form.

#### **Duration of cover and cancellation**

For eligible employees, cover will continue provided your employer continues to pay the premiums for your cover to Medicash. If you cease to be eligible to be a member of this plan, Medicash may offer you the opportunity to transfer to one of our other health cash plan products.

If you upgrade your cover from the level paid for by your employer your policy will be automatically renewed on a monthly basis provided that you continue to pay your premiums and comply with the Terms and Conditions of the plan. Employees have the right to cancel an upgrade option during the 30 day cooling off period from the date we accept your application to amend your level of cover. If you decide to change your mind during this period you should inform your employer and contact us on **0151 702 0203**. Provided that you have not made a claim, or intend to make a claim, we will refund all or the amended portion of the premiums that you have paid.

After the expiry of the cooling off period you can cancel your policy upgrade at any time, however you will not be entitled to a refund, except for any premiums paid beyond the date your cover ceased. Full details of how to cancel are included in Section 7. Please note, Medicash reserve the right to decline future applications to upgrade your cover or to rejoin the plan. If you cancel your policy with us, we will refund any premiums you have paid for any period to come. However, we may deduct a £25 administration charge.

#### If you wish to complain

We are committed to providing the best possible service to our members. If for any reason you are dissatisfied with the service provided to you, or if you feel that an incorrect decision has been made, please contact us. In the event you are unhappy with our response to your complaint you can refer your complaint to the Financial Ombudsman Service for consideration. Full details can be found in Section 8. This policy is governed by English Law and the English courts shall have jurisdiction in any legal proceedings.

#### Compensation

Medicash is covered by the Financial Services Compensation Scheme (FSCS). If Medicash cannot meet our responsibilities, you may be entitled to compensation from the scheme. Further information is available by writing to FSCS, 10th Floor, Beaufort House, 15 St Botolph Street, London EC3A 7QU or via the FSCS website at www.fscs.org.uk

This policy summary provides only an outline of the main features of the plan and should be read in conjunction with the full Terms and Conditions, your benefit table and policy schedule.

# 1. Definitions

Defined words are highlighted throughout this policy booklet in bold print. The explanation of the defined words is listed below and they have the same meaning wherever they appear in the policy.

**Benefit** – This is the type of cover that we provide and the amount that we will pay you up to the maximum for each type of cover.

**Benefit date** – This is the date shown in your policy schedule and is the first date from which you are able to make a claim.

**Benefit table** – This is the table that shows the maximum amount that we will pay you for each type of cover for each benefit period.

**Benefit period** – This is the period of time that you can claim up to the maximum amount of benefit, as shown in the benefit table. Usually this is 12 months but please check your benefit table.

**Child** or **Children** – Dependent children born to you or your partner, or legally adopted by you, under the age of 16 or 24 if in full time education.

**Cosmetic treatment** – This is treatment you receive to change your appearance, and not to cure or help improve a medical condition.

**Dangerous activities and sports** – This includes but is not limited to canyoning, gorge walking, hang-gliding, high diving, horse jumping, microlighting, mountain boarding, parasailing, rock climbing or riding/driving in any kind of race.

**Our, us or we –** Medicash Health Benefits Ltd, One Derby Square, Liverpool L2 1AB. A company limited by guarantee, registered in England (number 258025), and authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

**Partner** – Your husband, wife or partner who lives with you on a permanent basis, regardless of gender.

**Policy** – This is our contract of insurance with the policyholder, in which we provide the cover as explained in the policy schedule, the benefit table and these Terms and Conditions.

**Policyholder** – This is the first person named in the policy schedule. This person is responsible for any upgrade premiums due and they will usually receive any benefits we pay.

**Policy schedule** – This is the document that shows the date your policy started, the premiums you must pay, the level of cover you have chosen, the people covered under the policy and your qualification period if applicable.

**Premiums** – These are the payments made for your policy.

**Professional sports injuries** – This is any injury sustained whilst training for or participating in sport for which you receive payment or non-charitable sponsorship.

**Self inflicted injuries** – This is when you need treatment for an injury you have caused to yourself. This includes misusing drugs, alcohol, solvents or other addictive substances, and self abuse.

**Specialist Consultant** – A Specialist Consultant who is registered on the General Medical Council on their Specialist Register.

**Treatments** – This includes any medical or surgical treatment you may have. Treatment will usually last from the date you receive your first treatment to the date you have your final treatment.

**United Kingdom (UK)** – The UK includes England, Wales, Scotland, Northern Ireland, the Channel Islands, the Isle of Man and British Forces Personnel posted overseas (BFPO).

**You** or **your** – This is you, the policyholder, and your partner and dependent children where covered under the policy.

# 2. Becoming a member / Who can have cover

- 2.1 This plan is not available to purchase on an individual basis from Medicash. It is only available where the employer is paying to cover their employees who reside in the UK. Eligible employees will be provided with cover at the level determined by their employer, the cost of which will be met by your employer. Certain benefits are provided for up to four dependent children. Full details of this cover can be found in the benefit table.
- 2.2 We, like any responsible insurer, and to the extent permitted by all applicable laws, reserve the right to decline an application for a policy or request to upgrade cover. If your application is not accepted we will refund any premium that you have paid for the cover that we have declined to offer.

#### Employer paid cover

- 2.3 There is no restriction regarding the age of an eligible employee taking out the cover provided by their employer.
- 2.4 You do not need a medical to be accepted as a policyholder. We will cover you, and where cover is provided for them, up to four dependent children on your policy for pre-existing conditions, subject to the Terms and Conditions and benefit rules of your plan. Children must be named on your policy before they are eligible to make a claim. Children can be added to your policy at any time, up to a maximum of four, but named children can only be changed at the start of a new benefit period.
- 2.5 Your policy schedule shows when you commenced your policy and the date from which you are able to make claims.

# Employee upgrade options and partner cover

- 2.6 Your employer will decide whether employee upgrades and/or partner cover will be available. Details of the benefits are included in the benefit table.
- 2.7 If your employer decides to change the cover that is available for you to purchase we or your employer will notify you as soon as reasonably practicable. Any changes to benefits and/or premiums will only take effect once you have been notified.
- 2.8 If you are eligible for an upgrade option you can pay an additional premium to upgrade your employer paid plan level. You can apply to include your partner if they are aged 16 or over, and less than 66 years of age at the date of application.
- 2.9 We will send you a new policy schedule after an amendment to your cover. The date of the amendment and benefit date of any amendment will be detailed in the policy schedule.
- 2.10 If you elect to change your level of cover, we will take account of your previous claims when we calculate your revised allowances for the remainder of the benefit period.
- 2.11 If you reduce your level of cover, we will pay all benefits at the lower rate from the date of the change.
- 2.12 You must satisfy yourself that this plan and the level of cover you have are right for you.
  Medicash will not provide advice in this regard but you are free to seek information or advice from a professional advisor.

# Cooling off period - if you change your mind

2.13 If you apply for an upgrade option or partner cover your policy contains a 30 day cooling off period from the date we accept your application. If you decide to change your mind during this cooling off period you should inform your employer and contact us on 0151 702 0203. Provided that you have not made, or intend to make a claim, Medicash will refund the upgraded amount.

# 3. Premiums

- 3.1 Your cover will continue on condition that the premium due each month is paid and you abide by the Terms and Conditions of the plan.
- 3.2 **Premiums** include Insurance Premium Tax at the current rate and are subject to review in respect of any changes in taxation.
- 3.3 We reserve the right to deduct any premiums due to us from any benefits payable to you.

## Employer paid cover

- 3.4 If you leave your employment and/or your employer ceases to pay for your cover, you will not be entitled to use any of the services or claim any benefits included in the plan beyond the date that your premiums are paid up to. We may offer you the opportunity to transfer to one of our other health cash plan products.
- 3.5 **Your** employer paid cover is treated as a **benefit** in kind and may be subject to appropriate taxation.

# Employee upgrade option and partner cover

3.6 Your upgraded level of cover will cease and your cover will revert to the employer paid level when your upgrade premiums are more than six weeks in arrears. Any claims paid to you at the higher rate during which period your premiums were not paid at the correct rate will need to be repaid to us.

3.7 For employees who have chosen an upgrade option or partner cover, this is a monthly renewable contract that remains in force if you continue to pay your premiums when they are due. Renewal is automatic and binding and no renewal papers or other forms of notification will be issued.

# 4. Refund of premiums

- 4.1 **We** will only refund **your premiums** if:
  - i you cancel your policy within 30 days of joining or amending your cover, and you have not made a claim:
  - iii you have paid your premiums in advance and you have correctly notified us that you wish to cancel your policy;
  - iii vou have notified us that vou have paid too much; or
  - iv in the unfortunate event that you die.
- 4.2 If you cancel your policy with us, we will refund any premiums you have paid for any period to come. However, we may deduct a £25 administration charge.
- 4.3 If you have overpaid us, we may deduct this from your future premiums.
  Or, if you ask us to, we will pay you a refund if you have overpaid us by more than £25.
- 4.4 **We** will only refund **premiums** to the originating source.
- 4.5 We will not refund any overpayments of premiums for periods that are more than six years prior to the date of request.
- 4.6 We will only refund bank charges that you have had to pay because of our error.
  We will not refund any bank interest you may have lost.

# 5. Claims

- 5.1 To receive any of the benefits under your policy, you must complete and sign a claim form. You must use the claim form we provide. You can download a claim form via our website at www.medicash.org or you can request a claim form by phoning us on 0151 702 0265. Alternatively you can submit your claim via the 'My Medicash' app.
- 5.2 You must give us the information or proof we need to support your claim, as explained in Sections 5 and 10. We will not be able to pay your claim if you do not have enough supporting evidence. If you have any questions about a claim, including whether or not you are eligible to make a claim, please phone us on 0151 702 0265.
- 5.3 We will not pay any charges you may have to pay to fill in a claim form, or charges for any medical information we need to support your claim. You are responsible for paying these charges.
- 5.4 For benefits where we require a receipt in order to pay a claim you must pay for the treatment in full before you can make the claim. We will not pay for any element of your receipt paid for using gift cards, vouchers (including vouchers from third party discount sites), or loyalty and reward points.
- 5.5 **We** will not pay **your** claim unless it is received within 26 weeks of the following:
  - i you have fully paid for your treatment; this includes payment for optical treatments, spectacles, contact lenses and optical payment plans;
  - ii you received treatment or finished a course of treatment;
  - iii you had an accident for which you want to make a claim.

- 5.6 All receipts must be fully paid originals and should show:
  - the name, address and qualifications of the practitioner who provided vour treatment:
  - ii the date of the treatment;
  - iii the name and address of the person who received the treatment; and
  - iv a breakdown and description of the treatment.

**We** do not accept joint receipts, photocopies, credit card or debit card receipts, receipts without showing details of the **treatment** received, or estimates for treatments to be received.

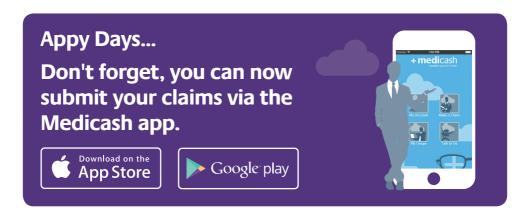


- 5.7 The **benefit period** in which a claim is paid is determined by:
  - the date you had the treatment; or
  - ii the date of **your** accident or injury.
- 5.8 **We** will not pay **your** claim:
  - i if the date of your treatment is after the date that your policy is paid up to;
  - ii for treatment, purchases or accidents which occur outside of the UK;
  - iii for treatment provided by your immediate family;
  - iv for treatment needed due to dangerous activities and sports or self inflicted injuries; or
  - v if **you** are breaking the Terms and Conditions of **your policy**.
- 5.9 We do not normally return receipts. If you want us to send your receipt back to you, you must ask us in writing at the time you make your claim.
- 5.10 If your claim is also covered by another insurance policy, we will not pay more than our proportionate share, which cannot be more than the total cost of the treatment or receipt. When you make a claim you must tell us about any other cover you have, and you must give us permission to contact the other insurance company.
- 5.11 If you have more than one insurance policy with us or another insurer, you cannot claim for more than 100% of the cost of your treatment.

5.12 To protect all of our policyholders, we will take action against anyone who makes a dishonest or false claim. Such action includes, but is not limited to, refusal to accept liability to pay a claim, notifying your employer, termination of your policy without refund, or legal action.

# Subrogation clauses

- 5.13 In the event of any payment under this **policy**, **we** reserve the right to be subrogated to **your** rights of recovery against any person or organisation and **you** shall execute and deliver instruments and papers and do whatever else is necessary to secure such rights.
- 5.14 If **you** are claiming for **benefits** that relate to an injury or condition caused by another person (the 'third party') **you** should:
  - i tell us as quickly as possible if you believe a third party caused you to need treatment, or if you believe they were at fault. We may then write to you or the third party if we require further information; and
  - ii you must include all monies paid by us in respect of the injuries (and interest on those monies) in your claim against the third party ('our outlay'); and
  - iii you (or your solicitors) must keep us fully informed about the progress of your claim and any action against the third party or any pre-action matters; and
  - iv **you** (or **your** solicitors) must keep **us** informed of the outcome of any action or settlement (providing **us** with access to the details of any such settlement);
  - v should **you** successfully recover any monies from the third party they should be repaid directly to **us** within 21 days of receipt on the following basis:
    - if the claim against the third party settles in full, you must repay our outlay in full; or
    - if you recover only a percentage of your claim for damages
       you must repay the same percentage of our outlay to us; or
    - if your claim is repaid as a global settlement (where our outlay is not individually identified), you must repay our outlay in the same proportion as the global settlement bears to your total claim for damages against the third party.
- 5.15 If you do not repay to us such monies (and any interest recovered from the third party), we shall be entitled to recover the same from you.
- 5.16 The rights and remedies in these subrogation clauses are in addition to and not instead of the rights or remedies provided by law.



# 6. Benefit payments

- 6.1 The type of cover that **we** provide and the amount that **we** will pay **you** for each type of cover are known as **benefits**, and are detailed in the **benefit table**.
- 6.2 The amounts shown in the **benefit table** are the maximum amounts that **you** can claim for each **benefit** in any one **benefit period**.
- 6.3 **We** pay **your benefits** in British pounds sterling direct into **your** bank or building society account, or by cheque to **your** home address. If **you** want to arrange for **us** to pay another person, **you** will have to write to **us** at the time **you** make **your** claim.
- 6.4 **We** reserve the right to recover any overpayments made to **you** either directly, or by adjusting any future **benefit** payments made to **you**.

# 7. Cancellation and termination

- 7.1 You may cancel your policy at any time. You should notify your employer who will give notice to us. If you cancel within 30 days of joining or amending your policy, as long as you have not made a claim, we will refund all or the amended portion of the premiums that you or your employer have paid.
- 7.2 We have the right to cancel your policy at any time. We will give you at least 28 days written notice of this. However, if we think that you have committed fraud, we will cancel your policy immediately, notify your employer and may take legal action or contact the police.
- 7.3 If your employer, or their appointed representative, cancels your cover we will not give you 28 days written notice of this. It is the responsibility of your employer, or their appointed representative, to notify you in this circumstance.
- 7.4 **We** will end all of the cover and **benefits** of **your policy** automatically if:
  - i you cancel your policy;
  - ii we cancel your policy;
  - iii in the unfortunate event of **vour** death:
  - iv you are behind with your premiums by more than six weeks; or
  - v your employer notifies us that you are no longer eligible.

# 8. Your rights – data protection, complaints and compensation

# Data protection

- 8.1 For the purposes of the Data Protection Act 1998 (the Act) we are the Data Controller in relation to any personal data you provide to us. We adhere to the Act and shall respect your rights under the Act.
- 8.2 Under the principles of the Act, we will endeavour to make sure that your personal information held by us is:
  - i processed fairly and lawfully;
  - ii processed for specified and lawful purposes;
  - iii adequate, relevant and not excessive;
  - iv accurate and kept up to date;
  - v kept for no longer than is necessary:

- vi processed in accordance with the rights of data subjects under the Act;
- vii kept secure: and
- viii not transferred to other countries outside the European Economic Area (EEA) without adequate protection.
- 8.3 We will treat all sensitive and medical information we receive with the strictest confidence.
- 8.4 When you take out your policy, you must agree that the information you provide to us together with any further information concerning your policy will be used by us to provide you with the benefits for which you have applied and for maintaining your records. This will include the recording and monitoring of Sensitive Personal Data such as data relating to health and medical conditions. This information may be passed to selected service partners for claims and handling procedures; to provide you with the services included in the policy.
- 8.5 **We** may share information with other relevant organisations when **we** set up and run **your policy**, to check claims, to prevent fraud and to identify money laundering.
- 8.6 **We** may send **you** information on other products or services, unless **you** asked **us** not to. **You** may contact **us** at any time and ask **us** to stop sending **you** this information.
- 8.7 Under the Act, you have various rights of access regarding personal data we hold about you including the right to write to us and ask for a copy of any such personal data. If the information we have is not correct, you can ask us to amend it. We reserve the right to charge the prescribed fee payable for any subject access request under the terms of the Act.

# Complaints

- 8.8 If you are not happy with any part of our service, send the full details of your complaint to the Head of Customer Operations, Medicash, One Derby Square, Liverpool L2 1AB. We will endeavour to respond to you within five working days and detail our complaints procedure.
- 8.9 If you are not satisfied with our response, you can take your complaint to the Financial Ombudsman Service, Exchange Tower, London E14 9SR. Alternatively telephone 0800 023 4 567 or 0330 123 9 123; or visit www.financial-ombudsman.org.uk for more information.

#### Compensation

8.10 We are covered by the Financial Services Compensation Scheme (FSCS). If we cannot meet our responsibilities, you may be entitled to compensation from the scheme. This depends on the type of insurance you have and the circumstances of your claim. For more information about the compensation scheme, visit the FSCS website at www.fscs.org.uk, or write to FSCS, 10th Floor, Beaufort House, 15 St Botolph Street, London EC3A 7QU.

# 9. Our rights – how we protect our members

- 9.1 **We** have the right to change **your policy** at any time. If **we** make changes, **we** will write to **you** and give **you** at least 28 days notice of any change.
- 9.2 If your employer, or their appointed representative, makes changes to your policy we will not necessarily give you 28 days written notice of this as it is the responsibility of your employer, or their appointed representative, to notify you in this circumstance.

- 9.3 We will notify you of any changes by writing to you at the last address supplied to us.
  We will not be responsible if, for any reason, you do not receive the notice we send you.
- 9.4 We have the right to cancel your policy and refuse any claims you make if you or anyone acting for you:
  - makes a claim under the **policy**, knowing the claim is false or exaggerated in any way;
  - ii makes a statement to support a claim, knowing the statement is false;
  - iii sends us evidence to support a claim, knowing the documentation is false; or
  - iv makes a claim for any injury that you or they have caused deliberately.
- 9.5 To detect and prevent fraud or improper claims we may check your details with fraud protection agencies. If we reasonably suspect fraud we will record and investigate this, including working with other organisations and other insurers to pool information about applications or claims which are believed to be fraudulent.
- 9.6 The terms of this **policy** are governed by English Law and all communications will be made in English. **We** can provide communications in alternative formats upon request such as large print or audio.

# 10. Benefit rules

Please refer to **your benefit table** to find out which of the following **benefits** are included in **your** cover. **We** do not cover **treatment**, purchases or accidents which occur outside of the **UK**.

# 10.1 PMI Excess Cover (or Specialist Consultations and Diagnostic Tests)

- i We will pay the excess applicable to access your Private Medical Insurance (PMI) policy, up to a maximum in any one benefit period. The maximum benefit amount applicable to your level of cover is shown in your benefit table.
- ii If requested on your claim form we will settle the excess directly with your PMI treatment provider.
- iii Alternatively we will pay the amount you have paid for an initial or follow up consultation with a **Specialist Consultant** and/or diagnostic and investigative tests and procedures resulting from a consultation with a GP or **Specialist Consultant**, up to a maximum in any one **benefit period**. The maximum **benefit** amount applicable to **your** level of cover is shown in **your benefit table**.
- iv Specialist consultations must be an appointment you have with a Specialist Consultant who appears on the General Medical Council Specialist Register in the speciality for which you are receiving treatment.
- v To deal with your claim, we need an original dated receipt as set out in Section 5 of the Terms and Conditions, or the original dated document from your PMI insurer which evidence the policy excess required to be paid or that has been paid by you. We may also need additional evidence to support your claim such as a copy of your PMI Policy Schedule and/or details of the treatment received.

#### What we cover

- ✓ PMI excess payable by you to your PMI provider in relation to treatment received by you under your PMI insurance policy
- ✓ Consultation fees from a Specialist Consultant
- Diagnostic and investigative tests and procedures under the management of a Specialist Consultant or GP
- ✓ Scans, for example, CT, MRI, PET, X-ray, etc.

#### What we do not cover

- X Other charges such as room fees, dressings, medicines, anaesthetic fees and surgical fees
- X Health screening or examinations for a medical report or medical certificate
- X Specialist consultations for cosmetic treatments
- X Missed appointment fees
- X Home testing kits
- Laboratory testing kits not referred by a Specialist Consultant or GP
- X Pregnancy and fertility treatments and tests
- Elective pregnancy scans
- X Professional sports injuries
- ✗ Co-insurance (or co-pay) polices
- X Self-elected or cosmetic treatments
- X Routine optical or dental check-ups and treatments
- X Preventative health screening including but not limited to screening required as a result of your personal or family medical history, cervical smears, mammograms, preventative cancer screening, or well person checks
- Genome testing.

# 10.2 Best Doctors® InterConsultation™

Please see page 4 or **your benefit table** for how to access this service. You must be covered on level 2, 3 or 4 to be eligible.

- i This service is provided by our service partner, as stated on your policy schedule and is available to you together with your treating doctors, so that you can consult with some of the world's top medical experts for a diagnosed medical condition. These medical experts are voted by their peers as the best in their specialities of medicine and are able to provide additional insight and information to help confirm diagnosis and appropriate recommended treatment plans. We reserve the right to change this service partner without prior notice.
- ii We do not accept any legal responsibility for any information or advice you receive.
- iii This service covers **you**, **your partner** and **your** dependant **children** regardless of whether they are named on **your policy** or not.

# 10.3 Doctor Online

- This service is provided by our service partner, as stated on your policy schedule and allows you to access personal advice from UK GP's via an online portal. We reserve the right to change this service partner without prior notice. You can access this portal at www.medicash.org/doctoronline
- ii Doctor Online does not provide urgent medical attention. If you require urgent medical

- attention **you** should seek the help of a qualified healthcare professional, such as **your GP** or an emergency department of a hospital.
- iii This service covers **you**, **your partner** and **your** dependant **children** regardless of whether they are named on **your policy** or not.

# 10.4 Complementary therapies

- i We will pay the amount you have paid to a qualified and insured practitioner, up to a maximum in any one benefit period. The maximum benefit amount applicable to your level of cover is shown in your benefit table.
- ii To deal with **your** claim, **we** need an original dated receipt as set out in Section 5 of these Terms and Conditions.
- iii We do not cover any treatments or benefits arranged or facilitated through your employer or employees.

**We** may also need additional evidence that the practitioner has the appropriate qualifications and insurance.

What we cover	What we do not cover
✓ Physiotherapy	✗ General physical fitness sessions
✓ Osteopathy	✗ Purchased items or consumables
✓ Chiropractic treatments and assessments	✗ Sports therapy
✓ Acupuncture	X Any treatments or benefits arranged
✓ Sports massage.	or facilitated through <b>your</b> employer
	or employees
	X Professional sports injuries.

#### 10.5 Alternative therapies

- i We will pay the amount you have paid to a qualified and insured practitioner, up to a maximum in any one benefit period. The maximum benefit amount applicable to your level of cover is shown in your benefit table.
- ii To deal with **your** claim, **we** need an original dated receipt as set out in Section 5 of these Terms and Conditions.
- iii We do not cover any treatments or benefits arranged or facilitated through your employer or employees.

What we cover	What we do not cover
✓ Allergy tests, including food-intolerance tests and nutrition tests	✗ Beauty treatments or general physical fitness sessions
✓ Bowen and Alexander technique	✗ Homeopathic medicines, herbs and herbal
✓ Homeopathy	remedies, supplements and vitamins you
✓ Hypnotherapy as part of a treatment plan	have bought yourself and which have not
✓ Indian head massage	been prescribed and are not part of your
✓ Reflexology	treatment plan

What we cover continued	What we do not cover continued
✓ Reiki.	<ul> <li>X Medicines, appliances and food even if they have been supplied by the practitioner (with the exception of homeopathic medicines as prescribed as part of your treatment plan)</li> <li>X Any weight management programmes</li> <li>X Any treatments or benefits arranged or facilitated through your employer or employees</li> <li>X Professional sports injuries.</li> </ul>

# 10.6 Chiropody

- i We will pay the amount you have paid to a qualified and insured Chiropodist or Podiatrist, up to a maximum in any one benefit period. The maximum benefit amount applicable to your level of cover is shown in your benefit table.
- ii To deal with **your** claim, **we** need an original dated receipt as set out in Section 5 of these Terms and Conditions.
- iii We do not cover any treatments or benefits arranged or facilitated through your employer or employees.

**We** may also need additional evidence that the practitioner has the appropriate qualifications and insurance.

What we cover	What we do not cover
✓ Chiropody <b>treatment</b> and assessments.	<ul><li>Cosmetic treatments or pedicures</li><li>Bio mechanical assessments and</li></ul>
	gait analysis  * Items you have bought to help with
	your treatment
	<ul><li>Surgical footwear or appliances</li><li>Treatment from a Foot Health Practitioner</li></ul>
	X Any treatments or benefits arranged or facilitated through your employer
	or employees.

## 10.7 Health screening

- i We will pay the amount you have paid for a private health screen carried out by medically qualified and insured staff at a hospital or health screening clinic, up to a maximum in any one benefit period. The maximum benefit amount applicable to your level of cover is shown in your benefit table.
- iii We do not cover any treatments or benefits arranged or facilitated through your employer or employees.
- iii To deal with **your** claim, **we** need an original dated receipt as set out in Section 5 of these Terms and Conditions.

What we cover	What we do not cover
What we cover  ✓ A Well Man or Well Woman screen  ✓ A full health screen.	X Home testing kits X Tests not included within the full health screen (for example X-rays) X Any health screening checks, medical examinations, consultations or reports for employment, emigration, legal or insurance reasons X Genome testing X Any other screening check or test not carried out as part of one of those listed under 'What we cover'
	X Any treatments or benefits arranged or facilitated through your employer or employees
	<ul><li>X Missed appointment fees</li><li>X Allergy and food intolerance tests.</li></ul>

# 10.8 Prescriptions, inoculations and flu jabs

- i We will pay you the amount you have paid for the cost of your prescriptions up to the maximum in any one benefit period. The maximum benefit amount applicable to your level of cover is shown in your benefit table.
- ii We will pay you the amount you have paid for the cost that you have paid for inoculation or vaccination by a medical professional for yourself up to the maximum in any one benefit period. The maximum benefit amount applicable to your level of cover is shown in your benefit table.
- iii We do not cover any treatments or benefits arranged or facilitated through your employer or employees.
- iv To deal with **your** claim, **we** need an original dated receipt as set out in Section 5 of these Terms and Conditions.

What we cover	What we do not cover
✓ Prescription charges	✗ Non-prescribed consumables
✓ Prescription and/or other charges arising	✗ Inoculation or vaccination against any
from the administration of inoculation or	condition other than those listed
vaccination against the following conditions:	X Any treatments or benefits arranged
• cholera	or facilitated through <b>your</b> employer
diphtheria	or employees.
hepatitis (A or B)	
• influenza (flu jab)	
• malaria	
poliomyelitis	
• rabies	
• tetanus	

What we cover continued	What we do not cover
• tuberculosis	
typhoid fever	
<ul> <li>yellow fever.</li> </ul>	

#### 10.9 Routine dental treatment

- We will pay the amount you have paid to a member of the General Dental Council, up to a maximum in any one benefit period. The maximum benefit amount applicable to your level of cover is shown in your benefit table.
- ii To deal with **your** claim, **we** need an original dated receipt as set out in Section 5 of these Terms and Conditions.

What we cover	What we do not cover
✓ Dental treatment and dental check-ups	✗ Tooth whitening or cosmetic dentistry
✓ Hygienist fees	✗ Non-prescribed items or consumables
✓ Dental X-rays and laboratory fees needed	✗ Charges for missed appointments
to carry out dental treatment	✗ Dental care contracts
✓ The cost of anaesthetic for dental treatments	✗ Fees for prescription charges (these are
✓ The cost of dentures and repairs to dentures	covered under the Prescriptions, inoculations
✓ Braces provided by a dentist or orthodontist.	and flu jabs <b>benefit</b> )
	✗ Fees for tablets or medicines,
	for example antibiotics
	✗ Professional sports injuries.

# Important: how we will pay your dental claims (Level 3 and 4 only)

Your first dental claim in any given benefit period will determine whether we will pay for NHS or Private Dental Treatments for the remainder of that period.

In order to access the unlimited NHS dental cover on levels 3 and 4, all claims during the relevant benefit period must be for NHS dental treatment. Please note that you would not be able to claim for any private dental treatment costs until the start of your next benefit period as shown within your policy schedule. Your first dental claim in subsequent benefit periods will determine whether you are covered for NHS or private treatments for that benefit period.

#### 10.10 Dental accident and injury

Cover for dental **treatment** required as a result of an accident or injury. **You** can only claim this **benefit** if there has been a dental emergency appointment within five days of the accident or injury.

- i We will pay the amount you have paid to a member of the General Dental Council or Specialist Consultant, up to a maximum in any one benefit period, within your chosen premium level. The maximum benefit amount applicable to your level of cover is shown in your benefit table.
- ii A dental accident is classed as an injury caused to your teeth and gums by a direct impact to the outside of the oral cavity. This includes damage to dentures whilst being worn.
- iii Your claim must be submitted using a Medicash Dental Accident claim form and be supported by proof of treatment detailing the dates and costs of each individual

**treatment** or, in the case of NHS dental **treatment**, each course of **treatment**. The proof must be an official document issued by the treating practice.

- iv Medicash need the following information from your dentist in order to process the claim:
  - Date of the accident;
  - Full report of the incident and all dental injuries sustained;
  - The treatment plan (Medicash do not cover treatment that is not established clinical practice):
  - The date that the **treatment** or episode of **treatment** will start and finish;
  - The name of the Consultant or Surgeon responsible for the treatment if applicable;
  - Detailed treatment costs.

Cover is limited to the **treatment** described in the **treatment** plan.

v Medicash may ask for extra evidence to show how the injury was sustained, evidence that the injury is not as result of periodontal disease, or evidence that if the injuries resulted from sporting activities that the appropriate mouth quards were worn.

# What we cover

# Dental treatment relating to an accident or injury if there has been a dental emergency appointment within five days of the accident or injury

- ✓ Investigative dental x-rays, and laboratory fees relating to the dental treatment
- ✓ The cost of anaesthetic for dental treatment
- ✓ The cost of dentures and repairs to dentures resulting from the accident or injury
- ✓ Any prescription charges or associated costs
- Replacement veneers, implants, dentures and orthodontics resulting from an accident or injury.

#### What we do not cover

- Injuries that existed before or when you took out the plan
- Injuries caused by food ingestion
- X Treatment that relates to damage or injury caused whilst participating in any contact sport when the appropriate mouth protection was not being worn
- Injury caused other than by direct impact to the outside of the oral cavity
- X Damage to dentures when not being worn
- **X** Treatment relating to periodontal disease
- X Fees charged for preparing reports
- ✗ Charges for missed appointments
- X Damage through oral hygiene procedures
- ✗ Any treatment, care or repair to, or in connection with 'tooth jewellery'
- X Self inflicted injuries
- X Dental accidents and injuries for children
- Professional sports injuries.

#### 10.11 Optical

- i We will pay the amount you have paid, up to a maximum in any one benefit period. The maximum benefit amount applicable to your level of cover is shown in your benefit table.
- ii To deal with **your** claim, **we** need an original dated receipt as set out in Section 5 of these Terms and Conditions.

#### What we cover

- Eye-health tests and eyesight tests carried out by a member of the General Optical Council
- ✓ Prescribed spectacles, prescribed contact lenses and prescribed sunglasses
- ✓ Payment under a contact lens scheme
- ✓ Prescription lenses for safety goggles you need for work
- ✓ Prescription lenses fitted to an existing frame
- ✓ Frames when fitted with prescription lenses
- ✓ Laser eye surgery.

#### What we do not cover

- Contact lens check-ups or solutions
- X Non-prescribed lenses, spectacles, contact lenses or sunglasses
- **X** Goggles for leisure activities
- ✗ Repairs to spectacles
- Registration, insurance and joining fees for a contact lens scheme
- X Non-prescribed items
- X Frames only
- X Receipts where only a part payment or deposit has been paid including receipts showing a balance outstanding for payment
- Costs incurred for items ordered in the two months before the start of your policy
- **X** Consumables
- X Professional sports injuries.

#### 10.12 Medicash Extras members discount scheme

Please see page 3 or your benefit table for how to access this service.

- i This service is provided by our service partner, as stated on your policy schedule.
  We reserve the right to change this service partner without prior notice.
- ii This service provides **you** with access to a range of offers and discounts through an online portal including a range of reloadable gift cards.
- iii Full terms of use can be found at www.medicash.org/extras.
- iv Should your cover with Medicash cease you will have 8 weeks from the date of cancellation to redeem any points or credits accumulated within your Medicash Extras account otherwise these will be lost with no rights for compensation.

# 10.13 Employee Assistance Programme

Telephone helplines

Please see your policy schedule to see if your plan includes this service. Please see page 2 for how to access this service.

- i These services are provided by our service partner, as stated on your policy schedule. We reserve the right to change this service partner without prior notice. We do not accept any legal responsibility for any information or advice you receive.
- You can speak to a team of qualified professionals 24 hours a day.
  You can call as often as you need to, whether it is about the same problem or other issues you are facing. All the information you give will be kept strictly confidential.
- iii You must pay for the cost of the call to the helpline and any costs from taking the advice you receive. Please note that this is not an emergency service and it will not provide a diagnosis or prescribe treatments but is limited to the supply of advice and information only.

Please see your
Policy Schedule
to see if your Policy
includes these
services.

Examples of areas covered include:

Family Care

Bereavement

- Stress
- Money Management
- Redundancy
- Work/Life Balance
- Career Guidance
- Relationships
- Health and Wellbeing

Please see your Policy Schedule to see if your policy

# Online health support

Please see your policy schedule to see if your plan includes this service. Please see page 2 for how to access this service.

- i You must pay any costs associated with internet access and any costs from taking the advice **you** receive.
- ii These services are provided by our service partner, as stated on your policy schedule. **We** reserve the right to change this service partner without prior notice. We do not accept any legal responsibility for any information or advice you receive.
- iii Please note that this is not an emergency service and it will not provide a diagnosis or prescribe **treatments** but is limited to the supply of advice and information only.

# Face to face counselling

Please see your policy schedule to see if your plan includes this service. Please see page 2 for how to access this service. You are eligible for up to 8 sessions of face to face counselling per benefit period where clinically required. Medicash encourage a pragmatic approach to counselling, empowering our policyholders to take control of their situation and encouraging them to be more proactive in their own wellbeing.

- i Please note this service is for employees only.
- ii This service is provided by **our** service partner, as stated on **your policy schedule**. We reserve the right to change this service partner without prior notice.
- iii Where appropriate, either following your call to the counselling helpline or through your employer, you can see a counsellor, appointed by our service partner, in person.
- iv Additional counselling sessions agreed with our service provider, that are required above your Medicash entitlement, will be at your own expense and subject to an individual agreement.

Notes		



# Your **Medicash Proactive** Plan

This insurance is provided by Medicash Health Benefits Limited, One Derby Square, Liverpool L2 1AB. A company limited by guarantee, registered in England (number: 258025).

Medicash is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

Medicash is covered by the Financial Services Compensation Scheme and the Financial Ombudsman Service.



