

Short-Term

# International Health Plan

**POLICY GUIDE**  
**2026–2027**



Short-term

# International Health Plan

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**2025–2026**

april  
International

## 1. INTRODUCTION

Welcome to April International UK. The Short-Term International Health **Plan** is provided by **us** acting on behalf of the **Insurer**. The contract between **you** and **us** includes **your Application Form**, this Policy Guide and **your Certificate** of Insurance. **You** must read this Policy Guide in conjunction with **your Certificate** to ensure that **you** understand the cover **we** are providing and that it meets **your** requirements.

The **Plan** will only pay for eligible **treatment** for the **benefits** shown on **your Certificate** received within the period of cover shown on **your Certificate**. **Benefits** are limited to **reasonable and customary charges** (as determined by **us**) in the area where **treatment** is provided. **Your Plan** provides cover for the **benefits** shown on **your Certificate**, and not necessarily for all the **benefits** defined in this Guide. The **benefits** are fully explained in the **Benefits Definitions** section of this guide. **We** cannot pay any **benefit** if **your Plan** is not in force or the premiums are not paid up to date at the time **you** have **your treatment**.

**Your Plan** is not intended to provide cover for the **treatment** of medical conditions that are in existence before **your Plan start date**. These are called **Pre-existing Medical Conditions** and are fully explained in the **Plan Definitions**.

Words written in **bold** are important and have a specific meaning relevant to this Policy Guide. These words are clearly explained in the **Plan** and **Benefit Definitions**.

We are committed to providing the highest level of customer service and **we** aim to be clear, fair and accurate in **our** communications with **you**. **You** can contact **us** if **you** need further clarification about **your Plan**, or if **you** would like to inform **us** of any changes in **your personal circumstances**. Please inform **us** if **you** change **your country of residence**, correspondence address or any other important personal information. **We** will do all **we** can to help **you** and **your dependants** when **you** need to use **your Plan**. Please keep this **plan** and **your certificate** in a safe place – **You** may need to refer to it if you have to make a **claim**.

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## 2. ADMINISTRATION OF YOUR PLAN

### 2.1 ACCESSIBILITY

Upon request **we** can provide Braille, audio or large print versions of the **Plan** and associated documentation. If **you** require an alternative format **you** should contact **us**.

### 2.2 ELIGIBILITY

The Short-Term International Health Plan (the **Plan**) is designed for individuals of any nationality living, travelling or working outside of their **Home Country** on a temporary basis.

The **Plans** are not available if **you** are living, travelling or working in the USA or Caribbean.

The maximum age **you** can apply for a **Plan** is seventy (70).

If the main applicant is a child under the age of eighteen (18), **we** will charge the young adult premium rate (age eighteen (18) to thirty (30)).

The **Plan** can be purchased for a minimum of one (1) month and a maximum of twelve (12) months. Cover must be purchased in whole months.

**You** may apply for cover on behalf of **your** spouse/partner and/or on behalf of **your** (un) married children (including step-children, foster children and legally adopted children) providing that they are aged less than twenty-four (24) years old.

### 2.3 PRE-EXISTING MEDICAL CONDITIONS

The **Plan** is not intended to provide cover for medical conditions that have been in existence in the two (2) years immediately prior to the **start date** of **your Plan**. Any medical condition that is already in existence will not be eligible for cover. These are known as **pre-existing medical conditions** and are defined later in this guide.

If **you** purchase a **Plan** of more than three (3) months duration and **you** are aged less than fifty (50) years, **you** will be eligible to purchase the **Pre-existing Condition Cover benefit** for an additional premium. This **benefit** will provide cover for acute episodes of existing medical conditions only whilst outside **your Home Country** and up to the limit shown on **your Certificate**. There is no cover available for the maintenance (regular tests, check-ups, prescription drugs) of the existing medical conditions. There is no cover for congenital or hereditary conditions.

### 2.4 THE INSURER

The **Insurer** of **your Plan** is AXA XL Insurance Company UK Limited or AXA XL Underwriting Agencies Limited, as displayed on **your Certificate**.

### 2.5 YOUR PLAN

**You** will be covered for the **Plan** and period of cover that **you** have selected on **your Application Form**. **Your dependants** must be covered under the same **Plan** as **you**. Only **benefits** outlined under the **Plan** you have selected will be available to **you/your dependants** and will be shown on **your Certificate(s)**.

If **you** have selected and paid the additional premium for the **Out of Area Extension** or **Pre-existing condition Cover Benefit** on **your Application Form**, these will be shown on **your Certificate**. **Dependants** must also be covered for these additional benefits.

**You** can select the currency of **your Plan**. The **Plan** is available in Pounds Sterling, US Dollars and Euros. The currency selected by **you** will apply to the premium due and **benefit** limits displayed on **your Certificate**.

The **Plan** provides cover on a Worldwide basis, whilst outside **your Home Country**, excluding the USA and the Caribbean. If **you** have purchased a **Plan** of more than three (3) months duration **you** will be eligible to purchase, for an additional premium, the **Out of Area Extension Benefit**. This provides cover in the USA and the Caribbean for a maximum period of thirty (30) days in the **Certificate period** for **accidents** and emergency medical conditions only.

### 2.6 EXCESS

An **excess** applies to some **Plan benefits** and these are shown on **your Certificate**.

An **excess** will be the fixed amount of costs to be paid by **you**. Any **excess** will be applied per **claim** and will be stated on **your Certificate**. The **excess** is individually applied to each person named on a **Certificate**. **You** will be reimbursed for eligible **treatment** costs that exceed the **excess** shown on **your Certificate**.

### 2.7 COMMENCEMENT OF COVER

**You/your dependants'** cover can start once **we** have accepted **your Application Form** and **your** premium payment has been received by **us**.

**Your Start Date** will be shown on **your Certificate(s)**. **Your Start Date** must be within sixty (60) days from the date that **you** signed **your Application Form**.

**You** will receive a **Certificate** for each person named on the **Application Form**.

### 2.8 PREMIUM PAYMENT

The base currency of the **Plan** is Pounds Sterling. Premiums can be paid in Pounds Sterling, US Dollars or Euros. Premiums must be paid in the currency selected on **your Application Form**.

The premium for the whole duration of your **Plan** must be paid before or on the **Start Date** of the **Plan**.

If **you** choose 6, 9 or 12 months cover, you can elect to pay **your premium** in equal instalments of three months each. If **you** choose this method, **you** can only pay by credit/debit card.

Premiums can be paid by bank transfer, or by credit/debit card (Visa/MasterCard/American Express). If **you** pay **your** premium by bank transfer, the premium must be submitted to the currency bank account detailed on the **Application Form** that matches the selected currency of **your Plan**. All charges for making a bank transfer must be paid by **you**. We will only pay for any charges that occur for receiving the funds into **our** bank account.

**Your Plan** will start from the day we receive the premium payment, or the date specified by **you** on your **Application Form**, provided that the premium is received by **us** before the specified date. If **you** apply for the **Plan** through **our** website, the **Plan** will start on the date the premium transaction is successful or on a future date specified by **you**.

If **your Country of Residence** falls within an area where we are required to collect Insurance Premium Tax (IPT) or local government tax, this will be charged in addition to the premium due under **your Plan**.

## 2.10 HOW TO MAKE CHANGES TO YOUR PLAN

	WHAT ACTION YOU WILL NEED TO TAKE	WHAT ACTION WE WILL TAKE
<b>Change to Contact Details</b>	If any of <b>your</b> contact details change, <b>you</b> must provide <b>us</b> with <b>your</b> new contact details as soon as practicably possible.	We will confirm receipt of the changes and update <b>our</b> records
<b>Change in Country of Residence</b>	<b>You</b> must advise <b>us</b> in writing or by email if <b>you</b> will be changing <b>your</b> main <b>Country of Residence</b> and provide <b>us</b> with your new contact details. There are some countries where the <b>Insurer</b> may not be able to provide cover for regulatory or insurance licensing regulations. If the <b>Insurer</b> is unable to continue the contract, <b>they</b> will provide protection for ninety (90) days from the date of change of residence or the end of <b>Certificate period</b> , whichever is sooner, after which the policy will automatically lapse.	We will confirm <b>our</b> acceptance of the change and update <b>our</b> records accordingly.
<b>Permanent Return to Home Country</b>	<b>You</b> must advise us in writing or by email if <b>you</b> will be permanently returning to <b>your Home Country</b>	Cover will be cancelled from the date that <b>you</b> permanently return to <b>your Home Country</b> , or once <b>you</b> have been in <b>your Home Country</b> for a period of thirty (30) consecutive days during a <b>Certificate period</b> . If no <b>claims</b> have been made by <b>you/your dependants</b> during the <b>Certificate period</b> , we will calculate a proportionate refund of the premium paid from the date we cancel cover until the end of the <b>Certificate period</b> . A cancellation fee of £50/\$75/€65 will be deducted from any refund due to <b>you</b> . If the proportionate refund calculation is less than the cancellation fee then no refund will be provided. The premium will be refunded using the original method of payment.
<b>Death of a Dependant</b>	Please notify <b>us</b> as soon as practicably possible if a <b>dependant</b> on <b>your Plan</b> dies. <b>You</b> may need to provide <b>us</b> with details related to their death and a copy of the death certificate. If <b>your dependant</b> died outside their <b>Home Country</b> and <b>Repatriation or Local Burial</b> is required, please contact the <b>Assistance Company</b> as soon as practicably possible.	If <b>Repatriation or Local Burial</b> benefit is shown on the <b>Certificate</b> , the <b>Assistance Company</b> will help with making these arrangements. If no <b>claims</b> have been made by <b>you/your dependants</b> during the <b>Certificate period</b> and the <b>Repatriation or Local Burial</b> benefit has not been used, we will calculate a proportionate refund of the premium paid from the date of death until the end of the <b>Certificate period</b> . The premium will be refunded using the original method of payment. If the main applicant dies and <b>dependants</b> are included in the <b>Plan</b> , the <b>Plan</b> will continue until the end of the <b>Certificate Period</b> .
<b>In the Event of your Death</b>	In the event of <b>your</b> death, we will need to be notified as soon as practicably possible by <b>your</b> next of kin or legal representative. Information regarding the circumstances surrounding <b>your</b> death should also be provided and a copy of the death certificate may be required. If <b>you</b> died outside <b>your Home Country</b> and <b>Repatriation or Local Burial</b> is required, the <b>Assistance Company</b> should be contacted as soon as practicably possible.	

## 2.11 EXTENDING YOUR PLAN

You can apply for an **Extension of Cover** to your **Plan**, for a maximum period of six (6) months, before your **Expiry Date** if your trip has not finished. Only one (1) **Extension of Cover** will be allowed and it will be subject to the terms and conditions of the **Plan** and the premiums in force at the time of your **Expiry Date**. The maximum total period of cover allowed under the **Plan** is eighteen (18) months.

We will send you a reminder by email that your **Plan** is due to expire. It is your responsibility to contact us if you require an **Extension of Cover**.

You must contact us prior to your **Expiry Date** if you wish to apply for an **Extension of Cover** to your **Plan** and notify us if there has been any change in your circumstances.

We must receive your full premium including any taxes where applicable for the **Extension of Cover** prior to the **Expiry Date** of your **Plan**.

If you choose to extend for 6 months cover, you can elect pay your premium in two equal instalments of three months each. If you choose this method, you can only pay by credit/debit card.

You must pay the full premium for the **Extension of Cover** by bank transfer, through our online premium payment facility or by credit/debit card (Visa/MasterCard/American Express). All charges as a result of making a bank transfer must be paid by you. We will only pay for charges that occur for receiving the funds into our bank account.

If you elect to pay your premium using our online renewal payment facility you must do so by using an acceptable credit/debit card (Visa/MasterCard/American Express).

You will receive a **Certificate** of Insurance for each person covered under your **Plan** once we have received the premium payment for the **Extension of Cover**.

## 2.12 TERMINATION OR CANCELLATION OF YOUR PLAN

If after purchasing your **Plan**, your trip is cancelled prior to the **start date** of your **Plan** and you wish to cancel the cover, you must notify us in writing or by email prior to the **start date**. We will cancel the **Plan** and provide you with a full refund of the premium paid.

If you wish to cancel your **Plan** after the **start date**, it may be cancelled during the **Cooling off Period** if you provide notice to us in writing or by email within fourteen (14) days from the **start date**. We will give you a full refund of the premium paid, providing that no **claim** has been made on your **Plan**.

If you wish to cancel your **Plan** after the **cooling off period**, you must notify us of your request to cancel the **Plan** in writing or by email. We will only cancel the **Plan** from the date that the request is received by us and cannot accept any request for cancellation dates that are before the receipt date. If no **claims** have been made by you/your dependants during the **Certificate period**, we will calculate a proportionate refund of the premium paid for the **Certificate period**. A cancellation fee of £50/\$75/€65 will be deducted from any refund due to you. If the proportionate refund calculation is less than the cancellation fee, then no refund will be provided. If a **claim** has been made by you/your dependants during the **certificate period**, then no refund will be provided.

If you decide to return to your **Home Country** following an approved **Emergency Medical Evacuation**, your **Plan** will automatically be cancelled after thirty (30) days of returning to your **Home Country**.

We are entitled to cancel your **Plan**, if there is a valid reason to do so, including for example:

- (i) any failure by you to pay the premium; or
- (ii) a change in risk which means we can no longer provide you with insurance cover; or
- (iii) non-cooperation or failure to supply any information or documentation we request, such as details of a **claim**;

by giving you fourteen (14) days' notice in writing. Any return of premium due to you will be calculated at a proportional daily rate depending on how long the **Plan** has been in force unless you have made a **claim** in which case the full annual premium is due.

## 2.13 INFORMATION YOU HAVE GIVEN US

In deciding to accept this **Plan** and in setting the terms including

premium we have relied on the information which you have provided to us. You must take care when answering any questions we ask by ensuring that any information provided is accurate and complete.

If we establish that you deliberately or recklessly provided us with untrue or misleading information we will have the right to:

- (a) treat this **Plan** as if it never existed;
- (b) decline all **claims**; and
- (c) retain the premium.

If we establish that you carelessly provided us with untrue or misleading information we will have the right to:

- (i) treat this **Plan** as if it never existed, refuse to pay any **claim** and return the premium you have paid, if we would not have provided you with cover;
- (ii) treat this **Plan** as if it had been entered into on different terms from those agreed, if we would have provided you with cover on different terms;
- (iii) reduce the amount we pay on any **claim** in the proportion that the premium you have paid bears to the premium we would have charged you, if we would have charged you more.

We will notify you in writing if (i), (ii) and/or (iii) apply.

If there is no outstanding **claim** and (ii) and/or (iii) apply, we will have the right to:

- (1) give you fourteen (14) days' notice that we are terminating this **Plan**; or
- (2) give you notice that we will treat this **Plan** and any future **claim** in accordance with (ii) and/or (iii), in which case you may then give us fourteen (14) days' notice that you are terminating this **Plan**.

In accordance with Termination or Cancellation of your plan provision.

## 2.14 FRAUD

If you, or anyone acting for you, makes a fraudulent **claim**, for example a loss which is fraudulently caused and/or exaggerated and/or supported by a fraudulent statement or other device, we:

- (a) will not be liable to pay the **claim**; and
- (b) may recover from you any sums paid by us to you in respect of the **claim**; and
- (c) may by notice to you treat this **Plan** as having been terminated with effect from the time of the fraudulent act.

If we exercise our right under (c) above:

- (i) We shall not be liable to you in respect of a relevant event occurring after the time of the fraudulent act. A relevant event is whatever gives rise to our liability under this **Plan** (such as the occurrence of a loss, the making of a **claim**, or the notification of a potential **claim**); and.
- (ii) We need not return any of the premium paid.

## 3. PLAN DEFINITIONS

**ACCIDENT** means any sudden and unforeseen event occurring during your **Certificate period**, resulting in bodily injury to you, the cause or one (1) of the causes of which is external to your own body and occurs beyond your control.

**APPLICATION FORM** is the form that you complete for you/your dependants prior to the **start date** of your **Plan**.

**AREA OF COVER** means Worldwide excluding the USA and Caribbean. The Caribbean includes Anguilla, Antigua, Aruba, Bahamas, Barbados, Bermuda, Bonaire, Cayman Islands, Cuba, Curacao, Dominican Republic, Grenada, Guadalupe, Haiti, Jamaica, Martinique, Montserrat, Puerto Rico, St Kitts-Nevis, Saba, St Barthelemy, St Lucia, St Martin, St Vincent, Trinidad & Tobago, Turks & Caicos and Virgin Islands.

**ASSISTANCE COMPANY** is the Company who you must contact to obtain **pre-authorisation** of any **treatment** for **benefits** where this is stated in the **Benefit** Definition. The **Assistance Company** is operational 24 hours a day, 365 days a year.

**BENEFIT** means any benefit defined under the **Benefit** Definitions section of this guide, shown in the **Benefit Table** and shown on your

**Certificate.** Any benefit not shown on your Certificate is not covered.

**CERTIFICATE** is the Certificate of Insurance issued to you and/or your dependants and forms part of the contract between you and us. The Certificate should be read in conjunction with this Policy Guide.

**CERTIFICATE PERIOD** is the period of cover shown on your Certificate, unless your Certificate was cancelled by you or us prior to the expiry date.

**CLAIM** means a course of treatment to treat a diagnosed medical condition.

**COOLING OFF PERIOD** means the period of fourteen (14) days from the start of your Plan, during which you may decide that the Plan is not suitable for your requirements. If you provide notice to us in writing or by email that you wish to cancel your Plan from the start date, we will give you a full refund of the premium paid, provided that no claim has been made on your Plan.

**COUNTRY OF RESIDENCE** means the country that you have declared on your Application Form as the country which will be your main residence for the duration of your Plan. This is shown on your Certificate as the Country of Residence. Please inform us if you change your temporary/permanent Country of Residence. The Insurer may accept the change with or without an amendment to the premium or terms and conditions. If the Insurer is unable to continue the contract, they will provide insurance protection for ninety (90) days from the date of change of residence or the end of Certificate period, whichever is sooner, after which the policy will automatically lapse.

**DENTAL PRACTITIONER** means a legally licensed dental practitioner recognised by the law of the country where treatment is provided and who in rendering such treatment, is practicing within the scope of his/her licensing and training, but does not include you or a member of your family.

**DEPENDANT** means your spouse or partner, and also your (un) married children (including step-children, foster children and legally adopted children) providing that the child is not more than twenty-four (24) years old at the start date of the Plan.

**EXCESS** means the portion of costs for which you/your dependants are liable for. The excess will be applied as specified on the Certificate.

**EXPIRY DATE** means the date that cover under your Plan ceases and is shown on your Certificate.

**EXTENSION OF COVER** is an additional period of cover that you can apply for prior to your Expiry Date. You can only apply for one (1) Extension of Cover for a maximum period of six (6) months, and the total period of cover available under the Plan, including any Extension of Cover is eighteen (18) months.

**HOME COUNTRY** means the country of which you hold a passport. Where you hold more than one (1) passport the Home Country will be taken to mean the nationality which you have declared on your Application Form. Your Dependents will have the same Home Country as you, irrespective of their nationality.

**HOSPITAL** is any institution which is legally licensed as a medical or surgical hospital in the country in which it is located and whose main activities are not those of a spa, hydro clinic, sanatorium, nursing home, or home for the aged. It must be under the constant supervision of a resident Physician.

**INPATIENT** means when you are admitted to a Hospital for a period of not less than twenty-four (24) hours.

**INPATIENT CARE** means the medical treatment provided to you when you are admitted as a registered inpatient in a Hospital.

**INSURER** means the Insurer of your Plan and will be shown on your Certificate.

**MEDICALLY NECESSARY/REQUIRED** means healthcare services that a physician provides to you for the purposes of evaluating, diagnosing or treating an illness or injury and that meets accepted standards of medicine, provided that the service is appropriate in terms of type, frequency, extent and duration and is considered effective for your illness or injury.

**OVERALL AGGREGATE LIMIT** is the total combined limit of all benefits that may be claimed in any one (1) Certificate period by you, and will

be shown on your Certificate.

**PLAN** means the Plan which you have selected on your Application Form and you will be covered for the Benefits included in that Plan as shown on your Certificate.

**PHYSICIAN** means a legally licensed medical doctor qualified in medicine and recognised by the law of the country where treatment is provided and who, in rendering such treatment, is practising within the scope of his/her licensing and training, but not include you or a member of your family.

**PRE-AUTHORISATION** means the procedure that you must follow for treatment received under the specified Plan benefits shown in the Benefit Table, and any claim that is likely to exceed £2,500/\$2,500/€2,500.

**PRE-EXISTING MEDICAL CONDITIONS** are any known medical conditions (or related conditions) that have, within a two (2) year period immediately prior to the first Start Date of the Plan, one (1) or more of the following characteristics:

- It has been diagnosed.
- It has needed medical treatment (including drugs, medication that can be purchased without a prescription, special diets, injections or other procedures or investigations).
- Medical advice has been sought including routine medical examinations and check-ups.
- Medical advice should have been sought if recognised clinical advice had been followed.
- It has undiagnosed symptoms, whether recognised or not.

**REASONABLE AND CUSTOMARY CHARGES** means the charges that would typically be made for the treatment you receive in the location where your treatment is received. We will only pay up to the charges typically made for that treatment in that location. If there is any dispute relating to reasonable and customary charges, we will identify the amount typically charged by obtaining three (3) quotations for the disputed treatment and we will settle costs based on an average of the three (3) quotations.

**START DATE** means the date that your Plan originally commences.

**TREATMENT** means medical care and services provided to diagnose, relieve or treat an illness, disease or injury and/or dental care received by a qualified Physician or qualified Dental Practitioner.

**YOU/YOUR** means the person whose name appears on the Certificate.

**US, WE OUR** means April International UK Limited, acting on behalf of the Insurer. We outsource our 24 hour assistance service to a specialist organisation who acts on our/the Insurer's behalf.

## 4. BENEFIT DEFINITIONS

**ACCIDENT AND EMERGENCY ROOM TREATMENT** means treatment performed in a hospital casualty ward or emergency room immediately following an Accident or following the sudden onset of a serious medical condition.

**COMPASSIONATE HOME TRAVEL** means if a close family member dies during the Certificate period, we will pay for the cost of a return economy air ticket to the country they have died in. A close family member means your spouse/partner, parent, mother-in-law, father-in-law, brother, sister, child (including (un) married child, step-child, foster-child and legally adopted child), grand-child or grandparent.

**COMPLEMENTARY THERAPIES** means consultations provided to you by registered and properly qualified Osteopaths, Chiropractors, Homeopaths and Acupuncturists. The treatment must be recommended and ordered by your Physician.

**DAY-PATIENT TREATMENT** means any surgical or medical procedures that you receive which are provided on an outpatient basis but where you require a period of recovery in a hospital bed.

**DENTAL TREATMENT FOLLOWING AN ACCIDENT** is the treatment required to restore or replace your sound natural teeth lost or damaged in an Accident which takes place within ninety (90) days of the Accident. This benefit does not provide cover for damage to teeth caused by biting or chewing.

**EMERGENCY DENTAL TREATMENT** means cover for dental inspection to relieve acute dental pain of sound natural teeth and any follow up visits required within ninety (90) days of the initial dental inspection. Cover is only available if **you** have attended for dental inspection and concluded all required **treatment** in the one (1) year period immediately prior to **your start date**, or immediately prior to claiming for this benefit, whichever is the later.

**EMERGENCY NON-MEDICAL EVACUATION** means the costs of evacuation by any means of transportation to a place of safety or to **your Home Country** when, in the opinion of the crisis management specialist company, Crisis24, **your** life is in danger as a result of sudden political or civil unrest, or in the event of a natural disaster. A natural disaster is a major adverse event or force of nature that has catastrophic consequences such as earthquake, flood, forest fire, hurricane, tornado, tsunami and volcanic eruption.

**EMERGENCY MEDICAL EVACUATION** means expenses of **medically required** emergency transportation and medical care en route to transport **you**, if **you** have a critical, life-threatening eligible medical condition that requires immediate inpatient or day-patient treatment. Transportation will be to the nearest **Hospital** where appropriate care and facilities are available, and not necessarily to **your Home Country**. The **Assistance Company** should be contacted to pre-authorise all **Emergency Medical Evacuation** requirements. The **Assistance Company** will decide the most appropriate method of transportation and will not cover any travel costs which are against the advice of their medical team or where the medical facility does not have appropriate facilities to treat the eligible medical condition. In extreme emergency cases or in remote or primitive areas where the **Assistance Company** cannot be contacted in advance, the **Emergency Medical Evacuation** must be reported as soon as possible. We will pay the transportation costs for one (1) other person to accompany **you** on an **Emergency Medical Evacuation** where Inpatient care is required following the **Emergency Medical Evacuation**, or where the **Emergency Medical Evacuation** is for a child who aged eighteen (18) years or younger.

**EMERGENCY MEDICAL EVACUATION – SUPPLEMENTARY EXPENSES** means the accommodation costs of a companion who has accompanied **you** on an approved **Emergency Medical Evacuation** up to the limits shown on **your Certificate** providing that **you** have not been evacuated to **your Home Country**. The costs of a one-way economy air ticket to return **you** and **your** companion back to **your country of residence** or **Home Country** following an approved **Emergency Medical Evacuation** are covered.

**EMERGENCY MEDICAL REUNION** means the costs paid of a one-way economy air ticket and Hotel accommodation costs for a close family member to join **you** in the country **you** are receiving treatment, following **you** being hospitalised for a period of more than five (5) consecutive days up to the limits shown on **your Certificate**. A close family member means **your** spouse/partner, parent, brother, sister, child (including (un) married child, step-child, foster-child and legally adopted child) or grand-child.

**EXTERNAL PROSTHESES, MEDICAL AIDS AND DEVICES** mean devices or aids that are medically prescribed as part of the recuperation process immediately following **Inpatient Care, Day-patient Treatment or Accident or Emergency Room Services**.

**HOME COUNTRY COVER** means medical **treatment** received for emergency medical conditions or acute episodes of existing covered medical conditions whilst temporarily visiting **your Home Country** during the **Certificate period**. Cover is available for a maximum period of thirty (30) consecutive days between two (2) stays in **your Country of Residence**.

**HOSPITAL SERVICES** means all required medical **treatment** provided to **you** by a **Physician** when you are admitted as a registered **inpatient in a Hospital** for a period of not less than twenty-four (24) consecutive hours, and only when appropriate diagnostic procedures and/or **treatments** are not available as **outpatient services**. You must obtain **pre-authorisation** from the **Assistance Company** for this benefit. **Hospital services** include **reasonable and customary charges**, in the area where **treatment** is provided, for **hospital** accommodation up to the cost of a private single standard room, intensive care unit accommodation, meal charges, the use of all **hospital** medical facilities, and all medical **treatment** and medical services ordered by a **Physician**.

**INPATIENT PSYCHIATRIC TREATMENT** means medical **treatment** provided to **you** when **you** are admitted as a registered **inpatient** in a recognised psychiatric unit of a **Hospital**, and the **treatment** is provided by a registered Psychiatrist. You must obtain **Pre-authorisation** from the **Assistance Company** for this benefit and the benefit is limited to a maximum of fifteen (15) days per **Certificate period**.

**INTERNAL PROSTHESES, MEDICAL AIDS AND DEVICES** means any implant, medical aid or device which is implanted intra-operatively.

**LOCAL ROAD AMBULANCE SERVICES** means the costs for medically required transportation to a local **Hospital** for emergency or **Inpatient Care**.

**MRI, CT and PET Scans** means the cost of magnetic resonance imaging (MRI), computerised tomography (CT) and positron emission tomography (PET) ordered by a treating **Physician**.

**OUT OF AREA EXTENSION** means additional cover purchased before the **start date** of the **Certificate period** to provide cover for the **treatment** costs resulting from accidents and/or emergency medical conditions whilst travelling to the USA or Caribbean for a maximum period thirty (30) days. Cover is only available for **Plans** that are purchased for a minimum period of three (3) months.

**OUTPATIENT SERVICES** means medical **treatment** provided to **you** when **you** are not a registered **inpatient in a Hospital**, or any other facility for medical care. **Outpatient Services** includes services provided by or ordered by a **Physician** who is licensed as a General Practitioner, Specialist or Consultant, laboratory testing, radiographic and nuclear medicine procedures used to diagnose and treat medical conditions. **Outpatient Services** also includes **Complementary Therapies, Physiotherapy, Prescription Drugs, and MRI, CT and PET Scans**. **Outpatient Services** excludes any costs that are not in respect of an illness, disease or injury. Outpatient home consultations can only be considered if **you** are medically incapable of attending a medical facility and this has been confirmed by your treating **physician**. Elective outpatient home consultations will only be reimbursed at the costs of a standard outpatient consultation that takes place at a medical facility, in the location where **treatment** is received.

**PHYSIOTHERAPY** means treatment provided by a legally licensed Physiotherapist and ordered by a **Physician**. This benefit is limited to the number of sessions as stated on your **Certificate**.

**PRE-EXISTING CONDITION COVER** means additional cover purchased prior to the **start date** of the **Certificate Period** and an additional premium has been paid to provide cover for emergency **treatment** of existing medical conditions only whilst **you** are outside **your Home Country** and up to the limit shown on **your Certificate**. It does not provide cover for the maintenance (regular tests, check-ups, prescription drugs) of the existing medical conditions. There is no cover for congenital or hereditary conditions. Cover is only available to applicants aged fifty (50) years or under and for policies that are for a minimum period of three (3) months.

**PRESCRIPTION DRUGS** means medications and medical supplies whose sale and use is legally restricted to the order of a **Physician** and is not available without a **Physician's** prescription. This does not include items that may be purchased without a **Physician's** prescription.

**REPATRIATION OR LOCAL BURIAL** is the expense of preparation and air transportation of **your** mortal remains from the place of death to **your Home Country** or country of residence, or the preparation and **Local Burial** or cremation of **your** mortal remains if **you** die outside **your Home Country**. Such arrangements must be made by the **Assistance Company**. If the country of death, country of nationality or country of residence falls outside of the area of cover of you plan, costs will not be considered.

**SECOND MEDICAL OPINION** means a detailed report including recommendations for the best approach towards optimal recovery. A licensed **Physician** will review your medical history, along with any proposed **treatment** to provide reassurance and confidence in your diagnosis or **treatment** recommendation. This is provided through our partner Teladoc Health.

## 5. BENEFIT TABLE

This table gives a summary of the **benefits** covered by the **Plan**. Please refer to each **Benefit** Definition for a full explanation of the cover provided under each **benefit**. Pre-authorisation is required for all claims where the costs are likely to exceed £2,500/\$2,500/€2,500 and for all claims under benefits marked \*.

Overall Aggregate Limit each Certificate period	£250,000/\$500,000/€375,000
<b>MEDICAL EXPENSES</b>	
<b>Hospital Services*</b>	
> Accommodation and meal charges	
> All Inpatient Treatment	
> Physician fees	Paid in Full
> Surgeon and Anaesthetist Fees	
> Intensive Care Unit charges	
<b>Accident and Emergency Room Treatment</b>	Paid in Full
<b>Inpatient Psychiatric Treatment*</b>	
Treatment in a hospital psychiatric unit	Paid in Full Max fifteen (15) days
<b>Day-patient Treatment</b>	
Where a period of recovery is required in a hospital bed	Paid in Full
<b>Internal Prostheses, Medical Aids and Devices</b>	
Which are required intra-operatively	Paid in Full
<b>Outpatient Services</b>	
> GP, Specialist & Consultant Fees	
> Prescription Drugs and Dressings	
> X-rays, diagnostic & pathology tests, including MRI, CT and PET scans	
> Physiotherapy – up to five (5) sessions	Up to £5,000/\$10,000/€7,500
<b>Complementary Therapies</b>	
Osteopathy, Chiropractic, Homeopathy, Acupuncture	
<b>External Prostheses, Medical Aids and Devices</b>	
Which are medically required following Inpatient Treatment, Day-patient Treatment or Accident and Emergency Room Treatment	£200/\$400/€300
<b>Dental Treatment Following an Accident</b>	
To restore or repair sound natural teeth	£500/\$1,000/€750
<b>Emergency Dental Treatment</b>	
For the immediate relief of dental pain	£200/\$400/€300
<b>Home Country Cover</b>	
Treatment of emergency medical conditions or acute episodes of existing covered medical conditions whilst on a temporary visit to the Home Country	Up to benefit limits shown above Max thirty (30) days
<b>TELEHEALTH</b>	
<b>Second Medical Opinion</b>	
Access to a network of 50,000 medical specialists	Included
<b>EVACUATION AND REPATRIATION</b>	
<b>Emergency Medical Evacuation*</b>	
Evacuation costs for acute medical conditions where local medical facilities are inadequate	Paid in Full
<b>Emergency Medical Evacuation – Supplementary Expenses*</b>	
Costs of travel to return to Home Country or Country of Residence Hotel accommodation costs for companion if not returned to Home Country Policy will automatically cancel thirty (30) days after return to Home Country following emergency medical evacuation	Single Economy air ticket up to twelve (12) nights
<b>Emergency Medical Reunion*</b>	
Costs of travel and Hotel accommodation of a close family member if you are in a hospital for five (5) consecutive days	Single Economy air ticket up to twelve (12) nights
<b>Compassionate Home Travel*</b>	
Costs of travel in the event of the death of a close family member	One (1) return economy air ticket
<b>Repatriation/Local Burial*</b>	
Where death occurs outside the Home Country	£10,000/\$20,000/€15,000
<b>Local Road Ambulance Services</b>	
<b>Emergency Non-Medical Evacuation*</b>	
Evacuation to a safe location in the event of life-threatening situations resulting from political or civil unrest Evacuation to a safe location in the event of a natural disaster.	Paid in Full
<b>ADDITIONAL SERVICE PARTNERS</b>	
<b>Crisis24</b>	
Security Assistance	Included
<b>Teladoc Health</b>	
Telehealth Services	Included
<b>OPTIONAL ADD-ON – ADDITIONAL PREMIUM REQUIRED</b>	
<b>Out of Area Extension</b>	
For accidents and emergency conditions only.	£20,000/\$40,000/€30,000 Max thirty (30) days
<b>Pre-Existing Condition Cover</b>	
For emergency treatment of existing conditions, excluding congenital and hereditary conditions (available to applicants purchasing a Plan of at least three (3) months and less than fifty (50) years)	£20,000/\$40,000/€30,000

## 6. WHAT IS NOT COVERED

The **Plan** does not provide cover for the following services, **treatment**, conditions, activities, and their related expenses and no **claims** will be met for the following:

- **Pre-Existing Medical Conditions**, except as provided for under **Pre-Existing Condition Cover** and this **benefit** is shown on **your Certificate**.
- All costs for **treatment** in respect of medical expenses incurred after the **expiry date** of the **Certificate**.
- Any costs incurred in the **USA or Caribbean**, except as defined under **Out of Area Extension** and this **benefit** is shown on **your Certificate**.
- Services or **treatment** in any long term care facility, spa, hydroclinic, sanatorium, nursing home or home for the aged that is not a **Hospital**.
- Any costs incurred in **your Home Country**, except as defined under **Home Country Cover**.
- Any costs relating to home nursing.
- Routine medical examinations, including annual routine diagnostic, vaccinations, the issue of medical certificates and attestations, and examinations as to suitability for employment or travel.
- Routine eye and ear examinations, including the cost of spectacles, contact lenses and hearing aids.
- **Treatment** relating to congenital and hereditary conditions and illnesses
- Tests and **treatment** relating to infertility and any form of assisted reproduction.
- **Treatment** of any psychological or psychiatric disorders, and **treatment** (including **Prescription Drugs**) of anxiety, stress, depression and phobic states, except as defined under **Inpatient Psychiatric Treatment** and this **benefit** is shown on **your Certificate**.
- **Treatment**, diagnostic procedures (including sleep study) and **Prescription Drugs** for sleep disorders, including for example sleep apnoea, sleep related breathing problems, snoring or insomnia.
- All elective **treatment** including procedures and diagnostic tests that are not medically necessary.
- All **treatment** that is not deemed to be **medically necessary/ required**
- All elective cosmetic surgery and subsequent complications related to the surgery.
- Costs resulting from self-inflicted injury, suicide, abuse of alcohol, drug addiction or abuse, and **treatment** of sexually transmitted diseases.
- Acquired Immune Deficiency Syndrome (AIDS), AIDS-related Complex Syndrome (ARCS) and all diseases caused by and/or related to the virus HIV positive.
- All costs for **treatment** resulting from racing of any form other than on foot.
- All costs for **treatment** arising from an injury or illness as a result of being a professional sportsperson. A professional sportsperson is someone who is paid to participate and compete in their chosen sport.
- **Treatment** by a family member and any autotherapy including **Prescription Drugs**.
- Any **treatment**, procedures, drugs, equipment or device that is not scientifically recognised, established practice, experimental or has not been proven to be effective. This includes but is not limited to **treatment** provided as part of a clinical trial; **treatment** that has not been approved by the relevant public health authority in the country where it is being received; or any drug or medicine which is prescribed for a purpose for which it has not been licensed or approved in the country where it is prescribed.
- **Treatment** and/or disabilities, costs and expenses resulting from participation in war, riots, strikes, lockouts, civil commotion, rebellion, revolution, insurrection, terrorism, military or usurped power or any illegal act, including resultant imprisonment.
- **Treatment** resulting from the release of weapon(s) of mass destruction (nuclear, chemical or biological) whether such involve(s) an explosive sequence(s) or not.
- Injury or illness while serving as a member of a police or military force or unit.
- All costs directly or indirectly caused by or contributed to or arising from:
  - ionising radiations or contamination by radioactivity from any nuclear fuel or from any nuclear waste from the combustion of nuclear fuel;
  - the radioactive, toxic, explosive or other hazardous properties of any explosive nuclear assembly or nuclear component thereof.
- All expenses of cryopreservation.
- All expenses of introduction or re-introduction of living cells or living tissue and all organ transplantation costs.
- Costs in respect of Hormone Replacement Therapy (HRT).
- **Treatment** and diagnostics for learning difficulties, hyperactivity, attention deficit disorder, speech therapy, occupational therapy and developmental, social or behavioural problems.
- Contraception, sterilisation or any **treatment** of sexual problems (including impotence, whatever the cause).
- All **treatment** costs as a result of visiting a dietitian, whatever the diagnosis.
- All costs relating to and including diagnosis of eating disorders.
- All expenses relating to vitamins, minerals and other supplements, including homeopathic remedies and pre or probiotics, irrespective of whether these have been prescribed or not.
- All costs relating to prescriptions drugs which are available to purchase without a Physician's prescription even when included on a Physician's prescription
- Any costs relating to investigations or **treatment** for, or as a result of, obesity; including weight monitoring or control, slimming classes, aids and drugs or bariatric surgery (including gastric bands/sleeves) and any complications arising from bariatric surgery.
- All costs related to rehabilitation care.
- All costs relating to the **treatment** of cancer (malignant disease). If **you** are diagnosed with cancer, the **Plan** will pay for the cost of a single economy air ticket to your **Home Country**.
- All abortions, except where there is an immediate threat to the life of the mother, as certified by a medical practitioner.
- All costs relating to pregnancy and childbirth.
- All dental **treatment** except as defined under **Dental Treatment Following an Accident** and **Emergency Dental Treatment** and these **benefits** are shown on **your Certificate**.
- All elective dentures and elective cosmetic dental **treatment**.
- The costs of precious metals used in dental **treatment**.
- All costs relating to mouth guards.
- All transportation costs occurred during trips specifically made for the purpose of obtaining medical **treatment** if not part of an approved **Emergency Medical Evacuation**, except as defined under **Local Road Ambulance Services**.
- All **Emergency Medical Evacuation** costs for which **you** did not obtain **Pre-Authorisation** in advance by the **Assistance Company**, except as defined under **Emergency Medical Evacuation**.
- Any costs relating to medical **treatment** required as a direct result of not following the medical advice given by a **Physician**.
- Any **hospital** accommodation costs that are more expensive than a private standard single room as well as personal items such as telephone calls, newspapers, Wi-Fi, guest meals, toiletries or cosmetics.
- All costs relating to orthotics for example insoles.
- All costs relating to preventative treatment and medications.
- All outpatient home consultations except as defined under **outpatient services**.
- All costs relating to 'search and/or rescue' operations to find and/or rescue an insured person in mountains, at sea or other similar remote locations and costs relating to air/sea rescue operation or evacuation from any off-shore structure or ship.
- All costs relating to genetic testing for **Cancer**.
- All costs relating to preventative cancer **treatment**.

## 7. CLAIMS

### 7.1 HOW TO MAKE A CLAIM

You must provide us with written notice, which can be by post or email, of a **claim** as soon as practicably possible after the start of **treatment**. You must give us notice of a **claim** as soon as practicably possible even when the supporting documentation is not yet available.

You must provide a separate fully completed **claim** form for each medical condition that has been signed by the treating **Physician**. You must provide full supporting documentation, original invoices and receipts as soon as practicably possible. We will not provide reimbursement of any invoices/receipts received by us which are more than one-hundred and eighty (180) days old.

You must provide us with a written response to any request for

additional information regarding your claim as soon as practicably possible. Failure to provide us with the information we have reasonable requested within sixty (60) days of the original request, will result in the closure of your claim and no further action will be taken.

When you receive treatment for a condition/**benefit** covered by the **Plan**, you are eligible to **claim** from the start of the course of **treatment** until the **treatment** is concluded or until the expiry of your **Certificate**, or the termination of your **Plan**, whichever is earlier. Where a **benefit** is claimed for **treatment** received and you subsequently **claim** for a new course of **treatment**, which is not in any way connected with the former **treatment**, the subsequent **claim** will be regarded as a new **claim**.

We will pay up to the limits shown in your **Certificate** for expenses incurred as a direct result of you suffering bodily injury, sickness, or disease during the **Certificate period**.

All treatment under the following benefits; Hospital Services (inpatient treatment), Inpatient Psychiatric Treatment, Organ and Bone Marrow and Stem Cell Treatment, Oncology, Chemotherapy and Radiotherapy, all Emergency Medical Evacuation benefits and Normal and Complicated Pregnancy and Childbirth and any other claim likely to exceed £2,500/\$2,500/€2,500 in any one (1) Certificate period must be pre-authorised by the Assistance Company.

In the case of an emergency admission to a Hospital, and it is not reasonably possible for you to contact us in advance of your admission, you should notify the Assistance Company of your admission as soon as practicably possible.

In the event of an Emergency Medical Evacuation, the Assistance Company must be informed prior to incurring any costs, except in extreme emergency cases or in remote or primitive areas, where they should be informed as soon as practicably possible following the evacuation.

If you do not contact us to obtain pre-authorisation for eligible treatment that we have specified must be pre-authorised, the full settlement of all eligible costs may be impacted and you may incur a proportion of the costs.

TYPE OF CLAIM	WHAT YOU NEED TO DO	WHAT WE WILL DO
<b>OUTPATIENT AND DENTAL CLAIMS</b> If you receive any medical or dental treatment on an outpatient basis	<p>If the total cost of a <b>claim</b> is less than £500/\$500/€500 and a <b>claim</b> form cannot be completed, the following information should accompany the <b>claim</b>:</p> <p>Insured Name and Date of Birth Policy Number Confirmation of the medical symptoms/injury Referral letter if relevant Itemised medical invoice detailing the treatment received and costs Itemised Physician's Prescription Proof of payment of medical invoice/prescription Full bank account details for settlement</p> <p>On submission of your first <b>claim</b>, you must provide us with your full bank account details (including IBAN and SWIFT/BIC where required) so that we can arrange for settlement of your <b>claim</b>. Your bank account details will be stored securely and used for any future reimbursements. You must tell us if your account details change.</p> <p>We reserve the right to request a <b>claim</b> form and/or addition medical information if required to review the covered expenses of the <b>claim</b>.</p> <p>If the total cost of a <b>claim</b> is more than £500/\$500/€500 a <b>claim</b> form will need to be completed by the <b>Physician</b>. This can be submitted to us along with copies of the invoices and/or receipts and your full bank details for settlement can be submitted to us by email: <a href="mailto:claims@april-international.co.uk">claims@april-international.co.uk</a></p> <p>A fully completed <b>claim</b> form should be submitted for each claim.</p> <p>You should complete Sections A and B on the <b>claim</b> form. The <b>Physician</b> must complete Section C on the <b>claim</b> form. A separate <b>claim</b> form is required for each medical condition. All questions must be fully answered – ticks and dashes will not be accepted and may delay settlement of the <b>claim</b>.</p> <p>We do not pay for any charges related to the completion of a <b>claim</b> form.</p> <p>The original documents must be retained as we reserve the right to request them.</p> <p>We must receive notification of a <b>claim</b> as soon as practicably possible after the start of <b>treatment</b>.</p> <p>Alternatively, you can pre-authorise medical care where <b>treatment</b> costs are likely to exceed £500/\$500/€500 and request the Easy Pay card as a means to settle the treatment costs directly and avoid seeking reimbursement.</p> <p>Simply email <a href="mailto:EasyPayCard@april-international.co.uk">EasyPayCard@april-international.co.uk</a> at least 3 working days before your pre-planned treatment. You will need to include a medical report or letter from your treating doctor with a summary of the diagnosis/symptoms, recommended treatment or medical procedure, and documented evidence of the estimated costs.</p>	Once we have reviewed the documentation provided, we will send to you an Explanation of Benefits by email and make payment of the covered expenses directly into your chosen bank account. Claims can be settled in any currency that you choose (providing that such currency can be freely purchased by our Bank) and not necessarily in the currency of the bills submitted or the currency of your <b>Plan</b> . There are some currencies we are not able to make settlement in. We will apply the exchange rate applicable on the date that we process the <b>claim</b> . If you have an excess on your <b>Plan</b> , this will be deducted from the eligible costs before any reimbursement is made. We will pay for any bank charges incurred in submitting the funds into your account. We will not pay for any charges made by your bank for receiving the funds.

## 7.1 HOW TO MAKE A CLAIM (CONTINUED)

TYPE OF CLAIM	WHAT YOU NEED TO DO	WHAT WE WILL DO
<b>CLAIMS REQUIRING PRE-AUTHORISATION</b> If your claim is likely to exceed £2,500/\$2,500/€2,500 or if you are claiming for benefit under Hospital Services (inpatient treatment), Inpatient Psychiatric Treatment and all benefits listed under Evacuation and Repatriation in the benefit table		The Assistance Company will contact you or your treating Physician to obtain the required medical information so that they can confirm that the required treatment is covered by your Plan. For any inpatient treatment they will issue a Guarantee of Payment to the provider of your medical care confirming what will be covered by the Plan. The Hospital/Physician will send the medical bills directly to the Assistance Company who will arrange for direct settlement with the Hospital/provider of medical care. If you have an excess or co-insurance on your Plan this will be deducted from the payment made and you will be responsible for paying the costs not covered directly to the Hospital/provider of medical care.
<b>EMERGENCY MEDICAL EVACUATION</b> When you have an emergency, critical or life-threatening medical condition and local medical facilities may not be available to provide the medical treatment required	<p>You, or your representative must contact the Assistance Company as soon as practicably possible</p> <p>Telephone +44 (0) 1243 621130</p> <p>Fax: +44 (0) 1243 773169</p> <p>Email: <a href="mailto:april-international@cegagroup.com">april-international@cegagroup.com</a></p> <p>You must provide them with the following information on the person who will be receiving treatment:</p> <ul style="list-style-type: none"> <li>➤ Full Name</li> <li>➤ Date of Birth</li> <li>➤ Policy Number</li> <li>➤ Name and contact details of Treating Physician</li> <li>➤ Details of the medical condition</li> <li>➤ Details of the Hospital, if the claim is for inpatient treatment.</li> </ul> <p>In the event of dire emergencies in remote or primitive areas where the Assistance Company cannot be contacted in advance, an Emergency Medical Evacuation must be reported as soon as practicably possible.</p>	The Assistance Company will contact you or your treating Physician to obtain the required medical information so that they can assess your medical condition and decide if medical evacuation is required, by what means of transportation and where would be the best place for you to receive the required medical treatment. They will make arrangements for transportation to the required medical facility. They will also decide if a medical escort is required. The Assistance Company will settle any costs directly with the airline/evacuation company/provider of medical care.
<b>REPATRIATION OR LOCAL BURIAL</b> If you or your covered dependants die outside your Home Country whilst covered by the Plan		The Assistance Company will ask for medical information in relation to the death and will ask for a copy of the death Certificate. They will also confirm if Repatriation or Local Burial is covered by your Plan and assist with making any arrangements for repatriation of the mortal remains. We will arrange to pay the providers directly up to the limits shown on your Certificate.
<b>EMERGENCY NON-MEDICAL EVACUATION</b> When there is a life threatening situation resulting from political or civil unrest, or your life is in danger as a result of a natural disaster		The Assistance Company will refer your case to Crisis24 who will make contact with you to assess your situation. Crisis24 will make any appropriate arrangements to move you to a place of safety and we will make settlement directly with them for any costs incurred.

## 7.1 HOW TO MAKE A CLAIM (CONTINUED)

TYPE OF CLAIM	WHAT YOU NEED TO DO	WHAT WE WILL DO
<b>EASY PAY CARD</b> For pre-authorised medical care above £500 / \$500 / €500	<p><b>You</b> can request the Easy Pay card by emailing <a href="mailto:EasyPayCard@april-international.co.uk">EasyPayCard@april-international.co.uk</a> at least 3 working days before <b>your</b> pre-planned <b>treatment</b>.</p> <p><b>You</b> will need to include a medical report or letter from <b>your</b> treating doctor with a summary of the diagnosis/symptoms, recommended <b>treatment</b> or medical procedure, and documented evidence of the estimated costs.</p>	<p><b>We</b> will review <b>your</b> claim and once authorised, immediately pre-load the card with the amount needed to pay for <b>your treatment</b>.</p> <p><b>You</b> will then receive an email with a link to create <b>your</b> account and access the card. <b>You</b> can add this card to <b>your</b> digital wallet on <b>your</b> mobile phone and use it like any other standard virtual payment card.</p> <p>Once <b>you</b> have paid for <b>your treatment</b>, all <b>you</b> have to do is send <b>your</b> invoices to us, together with any other supporting documents, within 24 hours. You can upload <b>your</b> documents in your APRIL Easy Pay account.</p>
<b>SECOND MEDICAL OPINION</b> If <b>you</b> are receiving medical <b>treatment</b> that is covered by <b>your Plan</b> and <b>you</b> require a second medical opinion on the proposed <b>treatment</b> plan	<p>Submit a request to <b>our</b> service partner Teladoc by completing an <a href="#">online form here</a></p> <p><b>You</b> will need to provide <b>your</b> full name, date of birth and policy number. This is a completely confidential service and will not have any impact on <b>your plan</b></p>	<p><b>Your</b> case will be assigned to a specialist doctor with expertise aligned to <b>your</b> diagnosis/medical condition who will request all relevant information regarding <b>your</b> medical diagnosis.</p> <p>They will ask for <b>your</b> permission to contact <b>your</b> treating <b>Physician</b> and request <b>your</b> medical reports. These reports are then sent to a specialist in the field of <b>your</b> medical condition. The specialist will assess the information and provide <b>you</b> with their findings in a confidential document that can be presented to the treating <b>Physician</b>.</p> <p><b>We</b> will not receive a copy of the report. If <b>you</b> feel that the <b>treatment</b> they have recommended is the route <b>you</b> would like to take then we will confirm whether the <b>treatment</b> is covered by <b>your plan</b></p>

## 7.2 DUAL INSURANCE

If at the time of submitting a **claim**, **you** have more than one (1) insurance policy in force, **we** will only pay **your claim** on a proportionate basis if **you** are entitled to reimbursement from any other source in respect of the same bodily injury, sickness, disease, death or expense. The **Insurer** of **your Plan** has the right to make a claim on any other insurance policy that **you** have in force.

## 7.3 RESOLVING DISPUTES

If there is a difference of medical opinion in respect of any **claim**, this will be settled between two (2) medical experts appointed by the two (2) sides of the dispute. Any differences of opinion between the two (2) medical experts will be referred to an umpire appointed in writing by the two (2) medical experts at the time of their appointment.

## 7.4 MEDICAL EXAMINATIONS

**We/The Insurer** shall have the right and opportunity, through **our** medical representatives, to request that **you** undergo a medical examination whenever and so often as may be required within the duration of any **Claim**.

## 8. IMPORTANT INFORMATION

### 8.1 HOW TO COMPLAIN

Our objective is to provide **you** with a high level of service at all times. With the best of intentions **we** have to accept that there may be an occasion where **you** feel that **we** have not met this objective. Should **you** have any questions or concerns about **your Plan**, please follow the procedures below:

	WHAT YOU NEED TO DO	WHAT ACTION WILL BE TAKEN
<p>If <b>you</b> wish to make a formal complaint relating to the administration of <b>your Plan</b>, or this Policy Guide</p>	<p><b>You</b> should contact April International UK Limited providing <b>your Name, Certificate Number</b> and full details of <b>your</b> complaint. The contact details are:</p> <p>APRIL International UK Walsingham House, 35 Seething Lane, London, EC3N 4AH Tel: +44 (0) 203 418 0470 Email: <a href="mailto:info@april-international.co.uk">info@april-international.co.uk</a></p>	<p><b>We</b> will acknowledge receipt of <b>your</b> question or concern and provide <b>you</b> with a response within two (2) working days. <b>We</b> will tell <b>you</b> what the next steps are if <b>you</b> are dissatisfied with <b>our</b> response. <b>We</b> will provide <b>you</b> with a copy of our complaints procedure in writing.</p>
<p>If <b>you</b> wish to make a formal a complaint relating to a <b>claim</b> under <b>your Plan</b> you may do so at any time</p>	<p><b>IF THE INSURER IS AXA XL INSURANCE COMPANY UK LIMITED</b></p> <p><b>You</b> may refer the complaint to the Complaints Department at XL Catlin Services SE. The address is:</p> <p>Complaints Department XL Catlin Services SE, UK Branch, 20 Gracechurch Street, London, EC3V 0BG, United Kingdom Tel: +44 (0) 207 743 8487 Email: <a href="mailto:axaxlukcomplaints@axaxl.com">axaxlukcomplaints@axaxl.com</a></p> <p>XL Catlin Services SE acts as an agent of AXA XL Insurance Company UK Limited in connection with this policy.</p> <p>XL Catlin Services SE is a registered insurance intermediary authorised and regulated by the Central Bank of Ireland.</p> <p>Registered Office: 8 St. Stephen's Green, Dublin 2, D02 VK30, Ireland Registered in Ireland Number 659610</p> <p>You can check this information on the Central Bank of Ireland's website <a href="http://www.centralbank.ie">www.centralbank.ie</a> which includes a register of all the firms they regulate.</p> <p>AXA XL Insurance Company UK Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Firm Reference No. 423308).</p> <p>Registered Office: 20 Gracechurch Street, London, EC3V 0BG. Registered in England Number 5328622.</p> <p><b>You</b> can check this information on the FCA's website at <a href="http://www.fca.org.uk">www.fca.org.uk</a>, which includes a register of all the firms they regulate or <b>you</b> can call the FCA on 0800 111 6768.</p>	<p><b>You</b> will be provided with a response within eight (8) weeks of the <b>Insurer</b> receiving <b>your</b> complaint. The final response will state whether they accept or reject <b>your</b> complaint.</p> <p>Full reasons will be given if <b>your</b> complaint is rejected.</p>

## 8.1 HOW TO COMPLAIN (CONTINUED)

IF THE INSURER IS AXA XL UNDERWRITING AGENCIES LIMITED	
	<p><b>You</b> may refer the complaint to the Complaints Department at XL Catlin Services SE. The address is:</p> <p style="text-align: center;">Complaints Department XL Catlin Services SE, UK Branch, 20 Gracechurch Street, London, EC3V 0BG, United Kingdom Tel: +44 (0) 207 743 8487 Email: <a href="mailto:axaxlukcomplaints@axaxl.com">axaxlukcomplaints@axaxl.com</a></p> <p>XL Catlin Services SE acts as an agent of AXA XL Underwriting Agencies Limited in connection with this policy.</p> <p>XL Catlin Services SE is a registered insurance intermediary authorised and regulated by the Central Bank of Ireland.</p> <p>Registered Office: 8 St. Stephen's Green, Dublin 2, D02 VK30, Ireland</p> <p>Registered in Ireland Number 659610</p> <p>You can check this information on the Central Bank of Ireland's website <a href="http://www.centralbank.ie">www.centralbank.ie</a> which includes a register of all the firms they regulate.</p> <p>If <b>you</b> still remain dissatisfied after the Complaints Department has considered <b>your</b> complaint, it may be possible to refer the complaint to Lloyd's. Details of Lloyd's complaints procedures are set out in a leaflet "Your Complaint – How We Can Help" available at <a href="http://www.lloyds.com/complaints">www.lloyds.com/complaints</a> and are also available from Catlin Underwriting Agencies at the below address or from Lloyd's at:</p> <p>Lloyd's Complaints, One Lime Street, London, EC3M 7HA, United Kingdom Telephone +44(0) 20 7327 5693 Email: <a href="mailto:complaints@lloyds.com">complaints@lloyds.com</a></p> <p>AXA XL Underwriting Agencies Limited is the managing agent of Syndicate 2003</p> <p>AXA XL Underwriting Agencies Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Firm Reference No. 204848).</p> <p>Registered Office: 20 Gracechurch Street, London, EC3V 0BG. Registered in England Number 1815126.</p> <p><b>You</b> can check this information on the FCA's website at <a href="http://www.fca.org.uk">www.fca.org.uk</a>, which includes a register of all the firms they regulate or <b>you</b> can call the FCA on 0800 111 6768.</p>
WHAT YOU NEED TO DO	WHAT ACTION WILL BE TAKEN
If <b>you</b> are dissatisfied with the outcome	<p>If, after exhausting all of the above methods, <b>you</b> are still dissatisfied with the outcome of <b>your</b> complaint, or you have not received a response within eight (8) weeks, <b>you</b> may have the right to refer <b>your</b> complaint to the Financial Ombudsman Service at:</p> <p style="text-align: center;">Exchange Tower London, E14 9SR</p> <p>Email: <a href="mailto:complaint.info@financial-ombudsman.org.uk">complaint.info@financial-ombudsman.org.uk</a></p> <p>Telephone Number: From within the United Kingdom 0800 0243 567 calls to this number are free on mobiles and landlines 0300 1239 123 calls to this number costs no more than calls to 01 and 02 numbers</p> <p>From outside the United Kingdom +44 (0) 20 7962 0500 Fax Number: +44 (0) 20 7964 1001 Text Number 07860 027 586 Call back service</p> <p>The Financial Ombudsman Service can look into most complaints from consumers and small businesses. For more information contact them on the above number or address, or view their website: <a href="http://www.financial-ombudsman.org.uk">www.financial-ombudsman.org.uk</a></p>

## 8.2 INSURANCE GUARANTEE SCHEMES

AXA XL Insurance Company UK Limited and AXA XL Underwriting Agencies Limited are covered by the Financial Services Compensation Scheme. **You** may be entitled to compensation from the scheme if **we** are unable to meet **our** obligations under this contract of insurance. If **you** are entitled to compensation under the scheme, the level and extent of the compensation would depend on the nature of this contract of insurance. Further information about the scheme is available from the Financial Services Compensation Scheme (PO Box 300, Mitcheldean, GL17 1DY) and on their website: [www.fscs.org.uk](http://www.fscs.org.uk).

## 8.3 GOVERNING LAW AND JURISDICTION

The parties are free to choose the law applicable to this policy. Unless specifically agreed to the contrary the contract of insurance shall be governed by the laws of England and Wales and subject to the exclusive jurisdiction of the courts of England. Unless otherwise agreed the language of this **Plan** shall be English.

## 8.4 LEGAL PROCEEDINGS

No action at law or equity shall be brought to recover under the **Plan** prior to expiration of sixty (60) days after proof of **claim** has been submitted in accordance with this Policy Guide. Nor shall any such action be brought at all unless commenced within six years from the date of the **claim**.

## 8.5 DATA PRIVACY

For full information about how we process and protect **your** personal information please refer to **our** Privacy Policy which can be viewed by clicking on the site terms and conditions on **our** website [www.april-international.co.uk](http://www.april-international.co.uk).

### How We Use Your Information

The personal information, provided by **you** (or anyone acting on **your** behalf), is collected by or on **our** behalf and may be used by **us**, **our** employees, agents and service providers acting under **our** instruction for the purposes of insurance administration, underwriting, claims handling, insurance mediation, research or for statistical purposes.

**We** may process your information for a number of different purposes. For each purpose **we** must have a legal ground for such processing. When the information that **we** process is classed as 'special category data', **we** must have a specific additional legal ground for such processing.

Generally, **we** will rely on the following legal grounds:

- > It is necessary for **us** to process **your** personal information to provide this policy and services related to it. **We** will rely on this for activities such as providing **you** with information about **your** quote, assessing **your** application, managing **your** policy, handling claims and providing other services to **you**.
- > **We** have an appropriate business need to process **your** personal information and such business need does not cause harm to **you**. **We** will rely on this for activities such as maintaining **our** business records, developing, improving our products and services, and providing information about **our** products and services to **you**.
- > **We** have a legal or regulatory obligation to use such personal information.
- > **We** need to use such personal information to establish, exercise or defend **our** legal rights.
- > **You** have provided **your** consent to **our** use of **your** personal information, including special category data.

### How we share your information

In order to sell, manage and provide **our** products and services, prevent fraud and comply with legal and regulatory requirements, **we** may need to share your information with the following types of third parties:

- > Insurers, Reinsurers, Regulators and Authorised/Statutory Bodies
- > Fraud prevention agencies
- > Crime prevention agencies, including the police
- > Suppliers carrying out a service on **our** behalf
- > Other insurers, business partners and agents
- > Other companies within the APRIL Group

As **we** operate as part of a global business, **we** may transfer your

personal information outside the European Economic Area (EEA) for these purposes where adequate protection is in place.

### Marketing

**We** will not use **your** information or pass it on to any other person for the purposes of marketing further products or services to **you** unless **you** have consented to this.

### Fraud Prevention and Detection

In order to prevent or detect fraud and money laundering we may check **your** details with fraud prevention agencies and sanction websites, who may record a search. Searches may also be made against other insurers' databases. If fraud is suspected, information will be shared with those insurers. Other users of the fraud prevention agencies may use this information in their own decision making processes.

**We** may also conduct credit reference checks in certain circumstances. **You** can find further details in **our** full Privacy Policy explaining how the information held by fraud prevention agencies may be used.

### Automated Decisions

**We** may use automated tools with decision making to assess **your** application for insurance and for claims handling processes. If **you** object to an automated decision, **we** may not be able to offer **you** an insurance quotation.

### Contact Us

Please contact **us** if **you** have any questions about our privacy policy or the information we hold about **you**.

## 8.6 INSURERS FAIR PROCESSING NOTICE

For information about how the **insurers** process **your** personal information, please see their full privacy notice at: <https://axaxl.com/privacy-and-cookies>.

If **you** have questions or concerns regarding the way in which the **Insurers** use **your** personal information, please contact: [legalcompliance@axaxl.com](mailto:legalcompliance@axaxl.com).

## 8.7 RIGHTS OF THIRD PARTIES

A person who is not a party to this **Plan** has no right under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this **Plan** but this does not affect any right or remedy of a third party which exists or is available apart from that Act.

## 8.8 SANCTIONS

**We** will not provide any **benefit** under **your** Certificate to the extent of providing cover, payment of any **claim** or the provision of any **benefit** where doing so would breach any sanction, prohibition or restriction imposed by law or regulation. This means that **we** may not be able to settle any payments of claims into countries where sanctions, prohibitions or restrictions are imposed.

## 8.9 CYBER RISKS

Any **benefits** for bodily injury or illness caused by or arising out of a Cyber Act or a Cyber Incident are payable, subject to the terms, conditions, limitations and exclusions of this policy.

Cyber Act means an unauthorised, malicious or criminal act or series of related unauthorised, malicious or criminal acts, regardless of time and place, or the threat or hoax thereof involving access to, processing of, use of or operation of any Computer System.

Cyber Incident means:

- > any error or omission or series of related errors or omissions involving access to, processing of, use of or operation of any Computer System; or
- > any partial or total unavailability or failure or series of related partial or total unavailability or failures to access, process, use or operate any Computer System.

Computer System means any computer, hardware, software, communications system, electronic device (including, but not limited to, smart phone, laptop, tablet, wearable device), server, cloud or microcontroller including any similar system or any configuration of the aforementioned and including any associated input, output, data storage device, networking equipment or back up facility, owned or operated by the Insured or any other party.

This plan is administered by APRIL International UK Ltd and underwritten by AXA XL Insurance Company UK Limited or AXA XL Underwriting Agencies Limited, as displayed on the Certificate of Insurance.

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