

Insurance Claims - Player Injury

Step (1)	As soon as possible after the accident ensure the injury has been reported on the score sheet and/or in the report section of the CVHA "Match Report Book".
Step (2)	Contact the Insurance Broker: OAMPS Insurance Brokers 03 9412 1383 or email james.walker@oamps.com.au and cc: cvha.treasurer@gmail.com
Step (3)	Provide full details of the event including all proof of injury that may be requested. (within 30 days of the incident). Use "OAMPS Sports Insurance Claim Form " Available from CVHA Secretary, Treasurer or www.cvha.org.au
Step (4)	Complete all treatment. <i>Player should complete all prescribed treatment keeping all receipts of treatment received and paid for.</i>
Step (5)	Claim from Medicare and your private Health Insurance (<i>if applicable</i>).
Notes:	To ensure a speedy processing of claim, make sure ALL steps are followed.

Insurance Claims – Professional Liability

Any incident which may give rise to a claim under any contract of Public Liability or Professional Indemnity Insurance should always be referred directly to Calliden Sports through OAMPS at the earliest possible opportunity.

Step (1)	Report the incident to the CVHA President at cvha.president@gmail.com and and the CVHA Treasurer at cvha.treasurer@gmail.com
Step (2)	Contact the Insurance Broker: OAMPS Insurance Brokers 03 9412 1383 or email james.walker@oamps.com.au and cc: cvha.treasurer@gmail.com
Step (3)	Complete the report section of the claim form for the claimant. <i>Calliden Sports, through OAMPS, will issue a claim form to the claimant. All further correspondence with the claimant will be handled directly by the insurer.</i>
Important Notes	<ul style="list-style-type: none"> • A detailed report is to be made of the incident and reported to the relevant club/association officer or official. • At no time should the Club/Association or any representative of the club/association admit any liability what so ever for the incident. • Ensure Witness names and Addresses are included in the claim details