



IEDEREEN  
SCOUT



Landelijk Secretariaat

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Dear Parent(s),

Your son/daughter has had an accident during a scouting activity. It is possible to make a claim through the FOS Open Scouting accident insurance.

In order to claim you need to do the following

-The accident claim form must be clearly and fully completed. This may be done in English. You can see on the form which parts should be filled in by the leader in charge, which by the parents (for minors) and which by the doctor.

-Send the completed form straight to the insurance company, not to the FOS office. Please keep a copy for yourself.

NNV Arena

Nervierslaan 85 bus 2, 1040 Brussel

- The original completed claim form, which has been filled in by the doctor must be sent to Arena as soon as possible - **within 8 days!**

-Do not wait to send in the claim until you receive bills or receipts. Extra documents can be sent on later with the claim number- see further..

- Always keep a copy of all supporting documents

- Arena will send confirmation that they have received the claim together with a 'claim number' (dossiernummer). This will help to keep your file together, so you should always quote this number when you send in documents or communications about the claim at a later date.

- If there are medical expenses, for example for the doctor, hospital, chemist, physiotherapist... You first send these to your health insurer (mutuelle). You may use a copy of the accident claim form to do this. FOS insurance only pays the difference back between the statutory health insurance and the total cost.

- Send Arena proof of payment when you are paid by the Belgian mutuelle. with your claim number. Arena also repays certain medications which are not covered by the RISIV up to a maximum sum of €250 Recognised costs are repaid up to 150% of the normal rate with a maximum of €500 per accident. It is best to send in all relevant expenses to the insurer,. It is not necessary to wait until all the medical bills have been received, you can send in regular claims as you receive them after payment by the mutuelle.

-The repayment of costs will take around 2 months (occasionally longer). In some cases there will be an 'excess' of €25(franchise) so the full cost will not be repaid.

If you have any questions you can contact the FOS national office:

Email [verzekeringen@fos.be](mailto:verzekeringen@fos.be)

Ring 09 245 45 86 (option 3 is insurance- verzekeringen)

Most of the office staff speak English!

Yours in Scouting,

The leadership team

