

HOW TO LODGE A PERSONAL INJURY CLAIM

STEPS TO FOLLOW:

1. At the time of the injury the bench officials should complete the **Match Day Accident Report Form** and submit the form to Lacrosse Victoria with the scoresheet.
2. Seek treatment from a qualified medical practitioner as soon as possible after the injury has occurred.

Note: Request and keep all medical certificates and receipts

3. If the injured player intends to submit an Insurance claim, complete the **Personal Injury Report Form** and forward to Lacrosse Victoria.
4. Lacrosse Victoria will request a claim form from Sports Cover. The claim form will be mailed from Lacrosse Victoria to the injured individual.
5. At the completion of treatment send the completed claim form to Lacrosse Victoria within 120 days. It is recommended that a photocopy of all documents is taken and stored by the individual. The completed claim form must be returned to Lacrosse Victoria. Sports cover will assess claim and initiate action accordingly.

The forms are available from your club and on the Lacrosse Victoria website.