





# How to recognize our members?



Allianz Partners Insurance Card



Document of Identification with photo

Always check the patient photo ID



# Validating policies/member and cover (phone/online)

Verification of Allianz Partners insured members policy and benefits can be made through our 24hr Helpline department or on our website.

To check validity of the policy and its benefits, the Service Provider should always ask the patient for photo ID and the Allianz Partners membership card recording the following data:

- Patient name and date of birth
- Policy number



#### Over the Phone

When checking over the phone, our agents will need the information mentioned before.

What information our Helpline can provide:

- Validity of policy / member
- Coverage for treatments / procedures
- Police limits / co-payments / deductibles

Status of you claim / batch

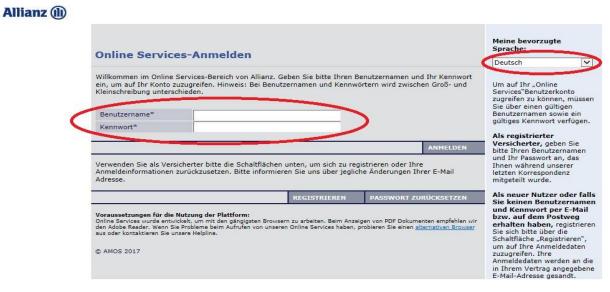




#### **Online**

Login through the link below (select the language in the upper right corner of the page before accessing your account):

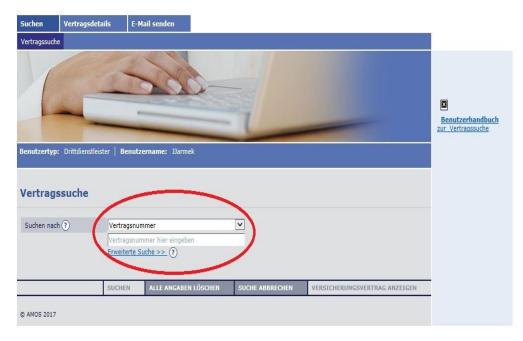
https://my.allianzworldwidecare.com/sol/login.do



Use the **Username** and **Password** provided by Allianz Partners – Medical Provider Management Department.

If you have not received this information, please contact your direct regional manager/executive within the Medical Provider Management Department or by email mednetwork@allianz.com.







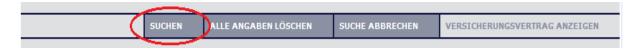
You can search by policy number (basic search) or do an advance search:

The advance search, gives more option:

- Surname
- Name
- Date of Birth

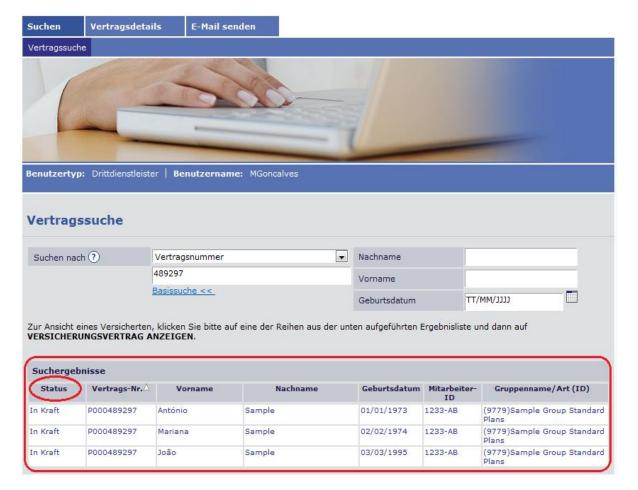
At least two characters / letters are needed on one or more fields.

Once the data is entered, use the "Search" button to proceed.





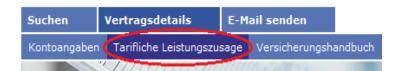
The following table lists all members of the policy as well as the date of birth and group to which they belong.



You can also check the policy status on this table. If the policy is **Out of Force**, do an advance search using the name / surname / date of birth of the patient as per Allianz Partners membership card to make sure there is no other policy under the patient's name. If the policy is **In Force** proceed as below.

Select the patient by clicking on its name and then click "view policy" to continue search. This button "view search" is only available after selection of patient.





Select Table of Benefits to visualize the coverage of the policy.

- By default "View all" appears, but you can select which member benefits you are looking for by clicking on the arrow
- Plan of insured member you can check if the insured is covered for the procedure/treatment required
- Remaining amount for the benefit / plan (where applicable); if not applicable will be blank
- 4. You can also select the insured member plan by clicking on the name here.







### **Allianz Partners Contacts**

### Helpline

Phone (7 Tagen der Woche rund um die Uhr)

+353 1 630 1301 (Englisch)

+353 1 630 1302 (Deutsch)

+353 1 630 1303 (Französisch)

+353 1 630 1304 (Spanisch)

+353 1 630 1305 (Italienisch)

+353 1 645 4040 (Portugiesisch)

Fax: +353 1 630 1306 (reply in 24 hours)

client.services@allianzworldwidecare.com

Clinic Claims Department (reply in 48 hours)

Fax: +353 1 630 1306 (reply in 48 hours)

clinic.claims@allianzworldwidecare.com

Medical Services Department

Fax: +353 1 653 1780 (reply in 24 hours)

medical.services@allianzworldwidecare.com

(reply up to 72 hours depending on urgency)

Medical Provider Management Department Fax: +353 1 630 1306

mednetwork@allianz.com