



Quality health plans & benefits  
Healthier living  
Financial well-being  
Intelligent solutions



## Employees can easily submit their voluntary supplemental insurance claims online

If your employees are enrolled in an Aetna voluntary supplemental insurance plan — accident, critical illness or hospital indemnity — they can use our online claims process to request covered benefits.

### Processing these claims is easy. Here's how:

1. Go to [www.aetnavoluntaryforms.com](http://www.aetnavoluntaryforms.com) to access a benefits claims form.
2. Click on the "Online claims process" link, fill out all of the required fields, then submit.
3. Be sure to attach all supporting documentation to expedite the process.

That's all there is to it!

### When employees are enrolled in an Aetna supplemental plan, they will:

- **Appreciate the convenience** of being able to submit claims online, and to upload invoices and other paperwork for quicker processing.
- **Save time** by completing and submitting claims online. Submitting online is faster than mailing or faxing in claims, so they'll get paid sooner.

If you have any questions, please contact your Aetna representative or e-mail us at [aetnavoluntary@aetna.com](mailto:aetnavoluntary@aetna.com).

### Aetna Voluntary insurance plans are offered by Aetna Life Insurance Company (Aetna).

We are located at 151 Farmington Avenue, Hartford, CT 06156.

This material is for information only. Health insurance plans contain exclusions and limitations. See plan documents for a complete description of benefits, exclusions, limitations and conditions of coverage. Plan features, rates, eligibility and availability may vary by location and are subject to change.

Information is believed to be accurate as of the production date; however, it is subject to change. For more information about Aetna plans, refer to [www.aetna.com](http://www.aetna.com).

**Policy forms issued in Idaho and Oklahoma include:** GR-96172, GR-96173, GR-96841, GR-96842, GR-96843, GR-96844.