

## Rio Tinto Medical Plus claim form Funeral expenses

### Employee name

First name:	Family name:
Rio Tinto Business Unit:	Site location:
Phone number:	Employee number:
Email:	
Residential Address:	
Postal address (if different from above):	
Relationship of the deceased to employee:	Funeral home:
Date of funeral service:	Amount claimed: Receipts (please attach copy)

See reverse side of form for Terms and Conditions and supporting evidence requirements.

### Declaration

I hereby declare that:

All documents supporting this claim are in respect to an admissible expense for my partner or my dependant children.

I declare that I have incurred the expenses and that I have been unable to recoup the out-of-pocket expenses from any other source and to the best of my knowledge the information is true and correct. I acknowledge that Rio Tinto has appointed Medibank Private to administer claims under the scheme. I consent to disclosure of this claim and supporting documents to the claims administrator.

Name (Print clearly)

Signed

\_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_

Please e-mail all scanned documents including receipts to:  
Medical.Plus@medibank.com.au

Or Post to:  
Rio Tinto Medical Plus Claims  
GPO Box 9999  
Docklands Vic 3008

### Checklist (please tick)

All fields completed and form signed	<input type="checkbox"/>
Funeral service tax invoice and receipt attached	<input type="checkbox"/>
Proof of dependency	<input type="checkbox"/>

# Funeral expenses

## Definition

Reimbursement will be provided (subject to limits) toward the costs associated with a funeral for an employee or their dependant immediate family which includes only the employee's spouse, de facto partner or child. Child includes offspring, adopted or ward of the state child of an employee, the employee's spouse, or the employee's de facto partner. A de facto partner is a person living with the employee as a couple on a genuine domestic basis but who are not married to each other or related by family.

The balance of the cost of funeral expenses for the employee or immediate family member will be a maximum of \$6,000 after rebates from insurance and any other source.

## Who is a dependant?

A dependant can be:

- Your spouse or de facto
- A child who is under 21 years old
- A student under 25 years old who is studying full time at school, college or university and/or covered under private health insurance
- An invalid child who:
  - Receives a disability support pension or a special needs disability support pension under the Social Security Act 1991, or
  - Has a certificate from a Commonwealth-approved doctor certifying a continuing inability to work.
  - Is paid a disability support pension or a special needs disability support, or
  - Has been certified as having a continuing inability to work by a medical officer of the Health Department or by a medical practitioner appointed to examine claimants for disability support pensions.

## What supporting evidence is required?

- Tax invoice from funeral home including receipt of payment.
- Receipt of rebate from any other source, i.e. funeral plan insurance claim, if any.
- Proof that the deceased was a dependant, this can be done by providing a copy of;
  - A copy of the Private Health Insurance membership card/statement showing who is covered; or
  - Birth certificate; or
  - Adoption certificate; or
  - Marriage certificate; or
  - Statutory declaration stating the relationship

## Disclaimer

Rio Tinto at its sole discretion has the right to decline any claim that does not meet the Rio Tinto Better Health Cover policy whether written or implied. Following General Manager approval, final approval will be made by Total Rewards (POS) Australia.

Note, any approved Funeral Benefit paid for a deceased employee will be paid via payroll into the employee's normal bank account. This bank account may be subject to probate requirements and as such it is the responsibility of the employee's legal personal representative to attend to any probate issues. Therefore, discuss with the financial institution and should seek independent legal advice where necessary.