



## FILE A CLAIM WITH CONFIDENCE

### STATE OF ARIZONA

Policy No. **395211**

Your disability program is managed by The Hartford, a leader in disability services. It's a user-friendly benefit that provides essential support services while you're away from your workplace.



### PREFER TO FILE YOUR CLAIM ONLINE?

Go to [TheHartford.com/MyBenefits](https://www.thehartford.com/MyBenefits), 24/7.

### TO FILE A CLAIM:

Call **1-866-712-3443** | 7am-6pm • Monday-Friday

Or, file online 24/7 at:

[TheHartford.com/MyBenefits](https://www.thehartford.com/MyBenefits)

Policy No. **395211**

If you're absent from work we can advise you on when to file a claim. If your absence is scheduled, such as an upcoming hospital stay, you may call prior to your last day of work. If unscheduled, please call us at your earliest convenience.



The Hartford makes it easy to file a claim with these steps.

### STEP 1: KNOW WHEN IT'S TIME TO FILE

If you're absent from work, we can advise you on when to file your claim. If your absence is scheduled, such as an upcoming hospital stay, simply call us prior to your last day at work. If unscheduled, please call us at your earliest convenience.

### STEP 2: HAVE THIS INFORMATION READY

- Name, address, phone number, and other key identification information.
- The state agency you work for and last day of active full-time work.
- The nature of your claim.
- Your treating physician's name, address, and phone and fax numbers.

### STEP 3: MAKE THE CALL OR VISIT US ONLINE

With your information handy, call The Hartford at **1-866-712-3443, 7am-6pm, Monday-Friday**. You'll be assisted by a caring professional who'll take your information, answer your questions and file your claim or process your leave request.

(Please cut here and keep in your wallet.) ✂

continued



### GET SUPPORTIVE ASSISTANCE

Even after your claim has been filed, we may be in touch to check your progress, answer questions or obtain additional information from you. Our goal is to offer a smooth and hassle-free experience - from your first benefits payment to your first day back at work. Feel free to also call us with anything that's on your mind. We're here to help.

### RELAX AND STAY POSITIVE

You have the assurance of our knowledge, experience, and understanding of what you are going through. We're with you all the way, so you can receive the benefits you qualify for and get back to your life.

### QUICK FACTS

The Hartford's goal is to get you through your time away from work with dignity and the best care possible. Keep the card below in a safe place for future use. We'll be there when you need us.

Visit [TheHartford.com/Arizona](https://www.thehartford.com/Arizona)



## ARIZONA

DEPARTMENT OF ADMINISTRATION  
BENEFITS

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Disability Form Series includes GBD-1000, GBD-1200 or state equivalent. The policy number is 395211 B-1095 AZ NS 09/18

(Please cut here and keep in your wallet.) ✂

#### WHEN YOU CALL OR FILE ONLINE, THE HARTFORD WILL ASK YOU TO PROVIDE:

- Name, address, phone number, and other key identification information.
- The state agency you work for and last day of active full-time work.
- The nature of your claim.
- Your treating physician's name, address, and phone and fax numbers.

*This card is not proof of insurance.*

