

## DISABILITY CLAIM

### TO BE COMPLETED BY THE EMPLOYER

#### DETAILS OF EMPLOYER

Policy number \_\_\_\_\_

Name of employer \_\_\_\_\_

Address of employer \_\_\_\_\_

\_\_\_\_\_ Postal code

\_\_\_\_\_

Telephone number (\_\_\_\_\_) \_\_\_\_\_

#### EMPLOYEE'S DETAILS OF EMPLOYMENT

Full name of employee \_\_\_\_\_

Date of Birth and I.D number  
\_\_\_\_\_

Date on which employment commenced \_\_\_\_\_

Date of last day of work \_\_\_\_\_

Normal monthly salary at time of disability  
\_\_\_\_\_

Job title/Occupation  
\_\_\_\_\_

#### DETAILS OF DISABILITY

1. Please provide specific details of all duties performed by the employee. Please attach a copy of his/her job description.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. What physical positions are adopted by the employee in the performance of his/her duties (e.g. sitting, kneeling, bending, climbing, reaching overhead, lifting etc.)?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Describe the difficulties the employee experiences in performing the normal duties of his/her occupation

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4. What duties is the employee currently able to attend to?

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5. Have any attempts been made to redeploy the employee? If so, please provide details

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6. Please supply a schedule of all medical attention/sick leave taken by the employee in the past 24 months

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**DECLARATION**

I declare that all the foregoing statements are true and correct.

Name (Print) \_\_\_\_\_

Position in company \_\_\_\_\_

Date (DDMMYY) \_\_\_\_\_

Signature \_\_\_\_\_

**Stamp**

