

To avoid a delay or denial of benefits, please complete all questions and submit medical records from all attending physicians documenting the disabling condition from the claimant's date last worked to present.

## Employee's Statement To Be Completed By The Employee

### A. Information about you

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 City State Zip Code

Phone Number: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Date of Total Disability: \_\_\_\_\_ Hour: \_\_\_\_\_  AM  PM

Occupation: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### B. Information about the disability

Did disability result from employment?  Yes  No

Have you been CONTINUOUSLY disabled since you became unable to work?  Yes  No

If YES, when CAN you resume your duties at work?

If NO, when DID you become able to work? Date \_\_\_\_\_

Is your disability due to an  ACCIDENT  ILLNESS? If an accident, describe the incident (including date and place) and if an illness, identify when the symptoms first appeared: (Attach explanation if more space needed)

First medical attention for the current disability was given by (complete below):

Doctor's Name	Telephone: Fax:	Specialty
Address (Street, City, State, Zip)		Dates Seen To

List all other physicians and hospitals you have seen for this condition:

Doctor's Name	Telephone: Fax:	Specialty
Address (Street, City, State, Zip)		Dates Seen To

Doctor's Name	Telephone: Fax:	Specialty
Address (Street, City, State, Zip)		Dates Seen To

Doctor's Name	Telephone: Fax:	Specialty
Address (Street, City, State, Zip)		Dates Seen To

Hospital	Telephone: Fax:	Specialty
Address (Street, City, State, Zip)		Dates of Confinement To

### C. Information about your training, education, and experience

1. Did you graduate from high school?  Yes  No If no, grade completed? \_\_\_\_\_ GED?

2. Did you attend college?  Yes  No Did you graduate?  Yes  No List Degree(s) earned \_\_\_\_\_  
 Name of College? \_\_\_\_\_ Major(s) \_\_\_\_\_

3. Do you have any other formal or vocational training?  Yes  No Please list \_\_\_\_\_

4. Were you in the military?  Yes  No \_\_\_\_\_  
 Branch Rank Specialty

5. WORK EXPERIENCE

Please list your work experience beginning with your most recent employer in chronological order. Feel free to use the back of this form if you need additional space.

Employer \_\_\_\_\_ Job Title \_\_\_\_\_ Dates Worked \_\_\_\_\_  
 Duties & Responsibilities \_\_\_\_\_

Employer \_\_\_\_\_ Job Title \_\_\_\_\_ Dates Worked \_\_\_\_\_  
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 Duties & Responsibilities \_\_\_\_\_

Employer \_\_\_\_\_ Job Title \_\_\_\_\_ Dates Worked \_\_\_\_\_  
 Duties & Responsibilities \_\_\_\_\_

6. List any additional courses you have taken, any hobbies and special skills and any languages you speak fluently. (Please be specific such as sales, carpentry, auto repair, etc.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

These statements are true and complete to the best of my knowledge.  
**I have completed and attached the Authorization for Release of Information.**

Date \_\_\_\_\_ Signature \_\_\_\_\_

**EMPLOYER'S STATEMENT**  
**To Be Completed By The Employer**

Employer's Name \_\_\_\_\_

Group Policy Number \_\_\_\_\_ Phone Number \_\_\_\_\_

Employee's Certificate Number \_\_\_\_\_ Effective Date of Policy \_\_\_\_\_

Effective Date of Employee's Insurance \_\_\_\_\_ Hire Date \_\_\_\_\_

Insurance Class \_\_\_\_\_ Average Hours Worked Per Week \_\_\_\_\_

Dep Coverage  Yes  No Spouse Name/Date of Birth \_\_\_\_\_

Child(ren) Name(s)/Date(s) of Birth \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date last worked (Month - Day - Year) \_\_\_\_\_ Salary \$ \_\_\_\_\_ per \_\_\_\_\_

Is claim being made for Workman's Compensation or similar benefits?  Yes  No

Was the insured in your employ when disability began?  Yes  No

Was group insurance in effect when disability began?  Yes  No

Has / did the insured return to work?  Yes  No Date \_\_\_\_\_

Is insured's group insurance still in force?  Yes  No Date Terminated \_\_\_\_\_

Current Life BENEFIT AMOUNT of insurance on above employee: \$ \_\_\_\_\_ Class \_\_\_\_\_

Please note that a current premium statement verifying the benefit amount and enrollment form verifying employee coverage may be requested.

Your Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



# Authorization For Release Of Information

The Lincoln National Life Insurance Company  
PO Box 2649, Omaha, NE 68103-2649  
Toll free (800) 423-2765 Fax (800) 462-4660  
www.LincolnFinancial.com

1. In connection with a claim for benefits, I (the undersigned) **authorize** any physician, medical professional, pharmacist or other provider of health care services, hospital, clinic, other medical or medically related facility; insurance or reinsurance company; government agency; department of labor; acquaintance; group policyholder; employer; or policy or benefit plan administrator to release information from the records of:

Name of Insured: \_\_\_\_\_  
(Last) (First) (Middle)

Date of Birth: \_\_\_\_\_ Social Security Number: XXX-XX- \_\_\_\_\_

2. **Information to be released (hereinafter referred to as "My Information"):**
- data or records regarding my medical history, treatment, prescriptions, consultations [including medical and psychological reports, records, charts, notes (excluding psychotherapy notes), x-rays, films or correspondence, and any medical condition I may now have or have had];
  - any information regarding insurance coverage, claims or benefits; and/or
  - any information, data or records regarding my activities (including records relating to my Social Security, Workers' Compensation, retirement income, financial information, earnings and employment history).

3. **Information to be released to:** The Lincoln National Life Insurance Company ("Lincoln")  
PO Box 2649  
Omaha, NE 68103-2649

4. **I understand My Information will be used by Lincoln to evaluate and administer my claim for benefits. I also authorize Lincoln to release My Information as follows:**

- to its reinsurer, or other persons or organizations performing business or legal services in connection with my claim(s); or
- to a vendor, approved by Lincoln, which specializes in the application for Social Security Disability Benefits
- to vendors/consultants providing me with wellness, disability or leave related services as part of an employer sponsored benefit plan; or
- for self-insured disability plans only, to my employer; or
- for fully insured plans, I understand the the information obtained with this Authorization may be used in discussions between Lincoln and my employer regarding my functional capacity, and any related restrictions and limitations, in order to facilitate my return to work; or
- as otherwise may be required by law or as I may further authorize.

5. I understand My Information may be subject to re-disclosure by the recipient and may no longer be protected by federal or state law. For Colorado claims, the disclosed information may not be re-disclosed or reused by the recipient under Colorado law.

6. I understand that I may revoke this Authorization in writing at any time, except to the extent Lincoln has taken action in reliance on this Authorization. To initiate revocation of this Authorization, direct all correspondence to Lincoln at the above address. If written revocation is not received, this Authorization will be considered valid for a period of time not to exceed 24 months from the date of my signature below, or the duration of my claim for benefits, whichever is shorter.

7. A photocopy of this Authorization is to be considered as valid as the original. I am entitled to receive a copy of this Authorization.

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

Claimant/legal representative (Nearest relative, legal guardian, or appointed representative to sign only if claimant/patient is a minor, legally incompetent, or deceased.) Power of attorney or guardianship must be attached.

**PRINT NAME:** \_\_\_\_\_

Relationship to Claimant/Patient of personal/legal representative signing for Claimant/Patient \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (State) (Zip Code)

**PHONE NO:** \_\_\_\_\_

# ATTENDING PHYSICIAN'S STATEMENT

This form should be completed by the physician who was treating the claimant when he or she last worked.

## To Be Completed By The Attending Physician

### A. General Information

This claim is for (Patient's Name)

Patient's Social Security Number	Height	Weight	Blood Pressure	Date of Birth (Month, Day, Year)
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Primary Diagnosis including ICD or DSM code

### B. Complete this section for all conditions.

Symptoms

Objective Findings

Are there secondary conditions contributing to the disability?

Yes  No If yes, what are they? (Please include ICD or DSM code.)

If this is a cardiac condition, what is the functional capacity?  Class 1 - No limitation  Class 2 - Slight limitation  Class 3 - Marked limitation  Class 4 - Complete limitation  
(American Heart Association)

When did symptoms first appear?	Date of the patient's first visit (Month, Day, Year)	Date you believe the patient was first unable to work (Month, Day, Year)
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Date of the patient's last visit  
(Month, Day, Year)

How often do you see the patient?

Is the patient's condition work related?

Yes  No If yes, explain: \_\_\_\_\_

Has the patient undergone surgery?

Yes  No If yes, give date, procedure and result. \_\_\_\_\_

If no, do you expect surgery to be performed in the future?

Yes  No If yes, give date and type of surgery. \_\_\_\_\_

What medication is the patient currently taking?

Please indicate other types and frequencies of treatment.

Has the patient been referred to a medical rehabilitation or therapy program?

Yes  No If yes, give details. \_\_\_\_\_

Have you referred the patient for other types of consultations?

Yes  No If yes, give details. \_\_\_\_\_

Has the patient been hospital confined?

Yes  No If yes, complete the following:

Name of Hospital

Address

Dates of Confinement  
through

(Continued on next page)

**C. Information about the patient's inability to work**

Briefly describe restrictions and limitations.

Restrictions (What the patient SHOULD NOT do)

Limitations (What the patient CANNOT do)

What is your prognosis for recovery?

Has patient achieved maximum medical improvement?

Yes  No If no, complete the following:

How soon do you expect fundamental changes in the patient's medical condition?

- 1 - 2 months                       5 - 6 months                       1 - 1.5 year
- 3 - 4 months                       6 - 12 months                       more than 1.5 years

Give details concerning expected improvement or deterioration:

In an eight hour workday, claimant can: (Circle full hourly capacity for each activity)

Sit	1	2	3	4	5	6	7	8
Stand	1	2	3	4	5	6	7	8
Walk	1	2	3	4	5	6	7	8

Are there restrictions in:	Yes	No	Comments
Lifting/Carrying	<input type="checkbox"/>	<input type="checkbox"/>	_____
Use of hands in repetitive actions	<input type="checkbox"/>	<input type="checkbox"/>	_____
Use of feet in repetitive movements	<input type="checkbox"/>	<input type="checkbox"/>	_____
Bending	<input type="checkbox"/>	<input type="checkbox"/>	_____
Squatting	<input type="checkbox"/>	<input type="checkbox"/>	_____
Crawling	<input type="checkbox"/>	<input type="checkbox"/>	_____
Climbing	<input type="checkbox"/>	<input type="checkbox"/>	_____
Reaching above shoulder level	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>	_____

When do you expect claimant to return to prior level of functioning?

Would you recommend vocational rehabilitation for this patient?  Yes  No

Is patient now TOTALLY disabled from PRESENT occupation?  Yes  No

Is patient now TOTALLY disabled from ANY OTHER occupations?  Yes  No

**D. Required Attachments and Signature**

After you have fully completed this form, attach copies of the following materials:

- Office notes for the period of treatment for the last two years
- Test results showing objective findings
- Hospital discharge summaries
- Consulting physician reports

Your Name \_\_\_\_\_ Degree \_\_\_\_\_

Specialty \_\_\_\_\_ Telephone: \_\_\_\_\_  
Fax: \_\_\_\_\_

Address \_\_\_\_\_

X \_\_\_\_\_  
Signature of Attending Physician (no stamp)

\_\_\_\_\_ Date

**FRAUD NOTICES. For your protection, certain states require that the following notices appear on this form.**

**Alabama.** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines or confinement in prison, or any combination thereof.

**Alaska.** A person who knowingly and with intent to injure, defraud, or deceive an insurance company files a claim containing false, incomplete or misleading information may be prosecuted under state law.

**Arizona.** For your protection Arizona law requires the following statement to appear on this form. Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.

**Arkansas, Louisiana, Rhode Island and West Virginia.** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**California.** For your protection California law requires the following to appear on this form: Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

**Colorado.** It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

**Delaware.** Any person who knowingly, and with intent to injure, defraud or deceive any insurer, files a statement of claim containing any false, incomplete or misleading information is guilty of a felony.

**District of Columbia.** It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

**Florida.** Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

**Idaho.** Any person who knowingly, and with intent to defraud or deceive any insurance company, files a statement or claim containing any false, incomplete or misleading information is guilty of a felony.

**Indiana.** A person who knowingly and with intent to defraud an insurer files a statement of claim containing any false, incomplete, or misleading information commits a felony.

**Kentucky.** Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

**Maine.** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

**Maryland.** Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**Minnesota.** A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

**New Hampshire.** Any person who, with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud, as provided in RSA 638:20.

**New Jersey.** Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

**New Mexico.** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.

**New York.** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

**Ohio.** Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

**Oklahoma.** Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

**Oregon.** Any person who knowingly and with intent to defraud any insurance company or other person: (1) files an application for insurance or statement of claim containing any materially false information; or, (2) conceals for the purpose of misleading, information concerning any material fact, may have committed a fraudulent insurance act.

**Pennsylvania.** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

**Puerto Rico.** Any person who knowingly and with the intention of defrauding presents false information in an insurance application, or presents, helps, or causes the presentation of a fraudulent claim for the payment of a loss or any other benefit, or presents more than one claim for the same damage or loss, shall incur a felony and, upon conviction, shall be sanctioned for each violation by a fine of not less than five thousand dollars (\$5,000) and not more than ten thousand dollars (\$10,000), or a fixed term of imprisonment for three (3) years, or both penalties. Should aggravating circumstances be present, the penalty thus established may be increased to a maximum of five (5) years, if extenuating circumstances are present, it may be reduced to a minimum of two (2) years.

**Tennessee, Virginia, and Washington.** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.

**Texas.** Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

**FOR ALL OTHER STATES EXCLUDING CONNECTICUT AND KANSAS.** A person may be committing insurance fraud, if he or she submits an application or claim containing a false or deceptive statement with intent to defraud (or knowing that he or she is helping to defraud) an insurance company.