WORLDWIDE HEALTH OPTIONS

Membership Guide

This booklet explains the terms and conditions of the Worldwide Health Options plan. Detailed information such as prior approval, making a claim and moving country can be found in this booklet.

From 1 April 2020

bupaglobal.com

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Remember we can offer a second medical opinion service

The solution to health problems isn't always black and white. That's why we offer you the opportunity to get another opinion from an independent world-class specialist.



Welcome

Within this membership guide, **you'll** find easy to understand information about **your** plan.

This includes:

- guidance on what to do when **you** need **treatment**
- simple steps to understanding the claims process
- a 'Table of Benefits' and list of 'Exclusions' which outline what is and isn't covered along with any benefit limits that might apply
- a 'Glossary' to help understand the meaning of some of the terms used

This membership guide must be read alongside **your** membership certificate and **your** application for cover, as together they set out the terms and conditions of **your** membership and form **your** plan documentation. To make the most of **your** plan, please read the 'Table of Benefits', 'Exclusions' and '**Your** Membership' sections carefully to get a full understanding of **your** cover.

Please keep **your** membership guide in a safe place. If **you** need another copy, **you** can call **us**, or view and download it any time on **bupaglobal.com/membersworld**. Alternatively you can call us.

Bold words

Words in bold have particular meanings in this membership guide. Please check their definition in the Glossary before **you** read on. **You** will find the Glossary in the back of this membership guide.

Contact us

Open 24 hours a day, 365 days a year

You can access details about **your** plan any time of the day or night through MembersWorld. Alternatively **you** can call us anytime for advice, support & assistance by people who understand **your** situation.

Healthline* +44 (0) 1273 333 911

You can ask us for help with:

- general medical information
- finding local medical facilities
- arranging and booking appointments
- access to a second medical opinion
- travel information
- security information
- information on inoculation and visa requirements
- **emergency** message transmission
- interpreter and embassy referral

You can ask **us** to arrange medical evacuations and repatriations, if covered under **your** plan, including:

- air ambulance transportation
- commercial flights, with or without medical escorts
- stretcher transportation
- transportation of mortal remains
- travel arrangements for relatives and escorts

We believe that every person and situation is different and focus on finding answers and solutions that work specifically for you. Our assistance team will handle your case from start to finish, so you always talk to someone who knows what is happening.

General enquiries

MembersWorld is the first place to go for information about:

- Cover details
- Pre-authorisation
- Claims
- Membership & payment queries

It's often the quickest way to contact **us** too, using web chat.

Web: bupaglobal.com/membersworld

Alternatively:

Phone: +44 (0) 1273 323 563 Fax: +44 (0) 1273 820517 Email: info@bupaglobal.com

Post: Bupa Global, Victory House, Trafalgar Place, Brighton, BN1 4FY, United Kingdom

Please note that **we** cannot guarantee the security of email as a method of communication. Some companies, employers and/or countries do monitor email traffic, so please bear this in mind when sending **us** confidential information.

Your calls may be recorded or monitored.

* We obtain health, travel and security information from third parties. You should check this information as we do not verify it, and so cannot be held responsible for any errors or omissions, or any loss, damage, illness and/or injury that may occur as a IQ MED result of this information.

Easier to read information

Braille, large print or audio

We want to make sure that members with special needs are not excluded in any way. We also offer a choice of Braille, large print or audio for **our** letters and literature. Please let **us** know which **you** would prefer.

Contact details changed?

It's very important that **you** let **us** know when **you** change **your** contact details (correspondence address, email or telephone). **We** need to keep in touch with **you** so **we** can provide **you** with important information regarding **your** plan or **your** claims. Simply log onto MembersWorld or call, email or write to **us**.

Making a complaint

We're always pleased to hear about aspects of your plan that you have particularly appreciated, or that you have had problems with.

If something does go wrong, this membership guide outlines a simple procedure to ensure **your** concerns are dealt with as quickly and effectively as possible. Please see the 'Making a Complaint' section for more details.

If **you** have any comments or complaints, the quickest way to contact **us** is using web chat. Log into **your** MembersWorld account and click the web chat option in the menu.

Alternatively **you** can contact us via one of the following methods:

Phone: +44 (0) 1273 323 563 Fax: +44 (0) 1273 820 517 Email: info@bupaglobal.com Post: Bupa Global, Victory House, Trafalgar Place, Brighton, BN1 4FY, United Kingdom

Wellbeing Services

At Bupa Global we understand wellbeing means more than simply your physical health. Our wellbeing programmes support you and your family in all the moments that matter including your physical and mental health. You can start using these wellbeing programmes right away!

Wellbeing Quiz

We do not always have time to take care of ourselves properly. So, take a moment to understand your current state of wellbeing.

Our short Wellbeing Quiz will help you to understand and measure your overall wellbeing and create a personalised report with a range of suggestions to help you live a longer, healthier, happier life. Perhaps there is a change or two you could make today.

Try the wellbeing quiz today: **bupaglobal.com/en/wellbeing-quiz**

Your Wellbeing

Explore Bupa Global's ever-growing health and lifestyle webpages at **bupaglobal.com/en/your-wellbeing**

Find a wealth of inspiring articles, practical information and easy to follow tips to help you and your family live longer, healthier, happier lives. They are available to you from the very start of your policy at no additional cost. The use of the services listed on this page does not impact your policy premiums or erode benefits from your plan. For more information on any of these services please contact Customer Services.

Second Medical Opinion*

As a Bupa Global customer, you can access a second medical opinion from a team of world leading international specialist doctors.

This virtual service can give you added reassurance and confidence in your diagnosis or treatment recommendation to help you take the most appropriate steps with regards to your health. An independent team of doctors will review your previous medical history, along with any proposed treatment and issue you with a detailed report including recommendations for the best approach towards optimal recovery. And, access to an online portal and dedicated case manager enables you to review your case every step of the way.

To request a second medical opinion, complete an online referral form via the MembersWorld website, or contact the Bupa Global Customer Service team on **+44 (0) 1273 323 563 info@bupaglobal.com**

Bupa Family Plus*

Bupa Global provides you and your partner with an engaging and accessible maternity and family health programme in the form of an easy to use phone app.

Bupa Family Plus supports you during pregnancy, the early years of parenting and right through to those tricky teen years. Receive daily pregnancy tips for every trimester, seamlessly track your baby's feedings, learn about your toddler's developmental milestones and stay on top of your teen's immunisations, all in one place.

To discover all the app has to offer, download Bupa Family Plus from either App Store or Google Play.



Bupa Global retains the right to change the scope of these services.

Select services^{*} noted on this page of the membership guide are provided by independent third party service provider(s); access to these services is procured by Bupa Global for your use. These services are subject to third party availability. Bupa Global assumes no liability and accepts no responsibility for information provided by the services detailed above

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Your website: MembersWorld

We want to put you in control of your health insurance.

That's why **we** give **you** access to MembersWorld, an exclusive and secure website where **you** can manage **your** health plan in an easier and faster way.

We want to make your experience as simple and stress free as possible, so you can spend your time on the things that matter to you.

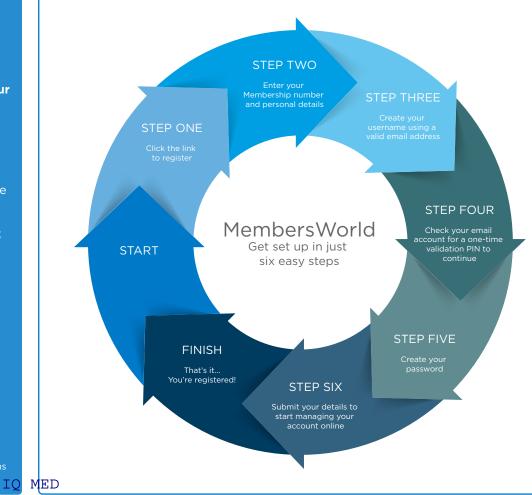
In just a few clicks, it's easy to:

- check **your** benefits
- update your details and read documents
- pre-authorise in-patient and day-case treatment
- submit and track your claims*
- request a second medical opinion at no extra cost
- if your sponsor has purchased your health plan via a broker, you can allow them access to view your health plan information (except claim related documents)
- specify a preferred address for claim reimbursements – useful if you have multiple addresses or are travelling.

There are many more benefits online; log in to see for yourself.

Registering for MembersWorld is easy. All **you** need is **your** email address, **your** customer number and a few personal details.

Go to www.bupaglobal.com/membersworld to register.



* MembersWorld may not be able to track claims in the U.S. as a third party is used here.

Pre-authorisation

Please remember to pre-authorise your treatment

What is pre-authorisation?

- An agreement between us and you that the treatment you are requesting is medically appropriate and eligible under the terms of your policy.
- It isn't generally mandatory and doesn't guarantee payment but can speed up the claims process

Why it's important:

- Pre-authorisation helps to facilitate more efficient claims processing as we are aware of the treatment in advance
- Pre-authorisation helps to ensure you are covered for the treatment you are requesting before treatment takes place and avoids surprises at the claims stage

How do I request a pre-authorisation?

Pre-authorisation can be requested up to 30 days prior to the treatment start date, by contacting Customer Services via:

 Web chat - log into MembersWorld and select the web chat option from the menu.

- Completing the form in MembersWorld
- Call us on +44 (0) 1273 333 911
- Email preauth@bupaglobal.com

How long does it take?

Often, when requested by telephone or webchat, pre-authorisation approval can be given right away. Email and MembersWorld requests will usually receive a response within 24 hours.

Pre-authorisation can take longer if referral for specialist review is required.

If **we** pre-authorise **your treatment**, this means that **we** will pay up to the limits of **your** plan, provided that all the following requirements are met:

- the **treatment** is eligible **treatment** that is covered by **your** plan,
- you have an active membership at the time that treatment takes place.
- **your** subscriptions are paid up to date.
- the **treatment** carried out matches the **treatment** authorised,
- you have provided a full disclosure of the condition and treatment required.
- **you** have enough benefit entitlement to cover the cost of the **treatment**.
- your condition is not a pre-existing condition,

- the **treatment** is medically necessary, and
- the treatment takes place within 31 days after pre-authorisation is given.

This is a summary, please refer to the 'Pre-authorisation' section of this membership guide, and membership certificate for full details on how to claim.

The claiming process

If **you** need assistance with a claim you can

- Go online at **bupaglobal.com/membersworld** and web chat with us
- Call us on +44 (0) 1273 323 563
- Email info@bupaglobal.com

Whether **vou** choose direct payment or 'pay and claim' we provide a quick and easy claims process. We aim to arrange direct settlement wherever possible, but it has to be with the **agreement** of whoever is providing the treatment. In general, direct settlement can only be arranged for in-patient treatment or day-case treatment. Direct settlement is easier for **us** to arrange if **you** pre-authorise your treatment first, or if you use a participating hospital or healthcare facility.

How to make a claim

- The quickest way to submit your claim is to log on to your MembersWorld account and submit your claim electronically. You have the choice of submitting an on-line claim or uploading any completed claims form.
- Make sure we've got all the information as the biggest delay to paying a claim is normally incomplete, missing or ineligible information.
- Make sure you have given your correct bank details. Reimbursement by bank transfer is by far the quickest way to receive your payment.



Things you need to know about your Worldwide Health Options plan

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How your plan works

In this section **you'll** find information on how **your** plan works.

Find out more about:

- our service
- what happens if **you** need **treatment**
- treatment in the U.S.
- how to claim
- $\circ~$ how you will be paid

Our service

As a **Bupa Global** member, **you** have access to a number of services to help make **your** life easier.

Round the clock reassurance from our Bupa Global Assistance

Our dedicated Medical Centre gives **you** the confidence of knowing that all **your** medical and wellbeing needs will be looked after by medically trained people who understand **your** situation.

You can call **our** Medical Centre on +44 (0) 1273 333 911 for healthcare advice, support and assistance at any time of the day or night.

What help can you expect?

You'll find our Bupa Global Assistance an accessible, knowledgeable and comprehensive resource for all health related questions and concerns. We will talk in your own language and give you access to medical experts and local facilities around the globe.

You can ask us for help with*:

- \circ $\,$ medical referral options and advice
- booking appointments
- medical 'second opinions'
- travel advice
- security advice

* We obtain health, travel and security information from third parties. You should check this information, as we cannot be held responsible for any errors or omissions, or any loss, damage, illness and/or injury that may occur as a result of this IO MED

information.

If **you** have purchased the Worldwide Evacuation option **you** can ask **us** to arrange evacuations and repatriations, including:

- air ambulance transportation
- commercial flights, with or without medical escorts
- stretcher transportation
- transportation of mortal remains
- o travel arrangements for relatives and escorts

Our Bupa Global Assistance teams will handle **your** case from start to finish, so that **you** can always talk to someone who knows what is happening and they will aim to give **you** the support and consistent advice **you** require.

You'll be treated as a valued individual rather than a policy number – **we** believe that every person and situation is different, and **we** focus on finding answers and solutions that work specifically for **you**.

Online support at MembersWorld

To make **your** life easier and save **you** time and hassle, **we** have created an exclusive, secure and password protected members website.

You can log on to **your** MembersWorld website at bupaglobal.com/membersworld from anywhere in the world to manage **your** cover and access a comprehensive library of information and expert advice.

You can use **our** online features to:

- check cover and pre-authorise in-patient and day-case treatment
- view your plan documents
- update your personal details
- track the progress of **your** claims
- search **our** international **hospital** directory
- download claim forms and other useful documents
- talk to **us** using webchat

www.iqmed.ro

Get expert health advice from bupa.com

Our health area is full of up-to-date information that can help **you** to stay fit and well. Look up the names of commonly used medicines and find out how they work and any side-effects and alternatives.

What happens if you need treatment

If for any reason **you** need **treatment**, please get in touch with **us** first. **We** can then check **your** cover, talk through any concerns **you** may have and arrange prior approval*.

* Your insurer cannot be held responsible for any loss, damage, illness and/or injury that may occur as a result of receiving medical **treatment** at a **hospital** or from a **medical practitioner**, even when **we** have approved the **treatment** as being covered under **your** plan.

Pre-authorisation (Prior Approval)

We want to make sure things run as smoothly as possible. After all, the last thing **you** want to worry about when **you** are not well is filling in forms and paying bills.

That is why **we** ask **you** to seek prior approval before going into **hospital**. It's important that **you** contact **us** before receiving **treatment**, whether **you** are:

- staying overnight in **hospital**
- visiting hospital as a day-case
- having treatment for cancer
- having advanced imaging, for example magnetic resonance imaging (MRI), computerised tomography (CT) or positron emission tomography (PET)

We can then confirm that **your treatment** is covered by **your** plan. **Our** medically qualified staff can also offer advice and help to make sure **you** are receiving the most appropriate care. Prior approval also allows **us** to be in direct contact with **your hospital** or clinic, so that **we** can take care of the bills, while **you** concentrate on getting well.

When **we** have been contacted about prior approval, **we** will send a pre-authorisation statement to **your hospital** or clinic, to let them know that **your treatment** is covered and ask them to send all the bills directly to **us**.

We will also send you a pre-authorisation statement. This can be used as a claim form to send to us with the original invoices if you need to pay for any of your treatment.

From time to time **we** may ask **you** for more detailed medical information, for example, to rule out any relation to a **pre-existing condition**. **We** may require that **you** have a medical examination by an independent **medical practitioner** appointed by **us** (at **our** cost) who will then provide **us** with a medical report. If this information is not provided in a timely manner once requested this may result in a delay in pre-authorisation and to **your** claims being paid. If this information is not provided to **us** at all this may result in **your** claims not being paid.

Important rules: please note that pre-authorisation is only valid if all the details of the authorised **treatment**, including dates and locations, match those of the **treatment** received. If there is a change in the **treatment** required, if **you** need to have further **treatment**, or if any other details change, then **you** or **your** consultant must contact **us** to pre-authorise this separately. We make **our** decision to approve **your treatment** based on the information given to **us**. We reserve the right to withdraw **our** decision if additional information is withheld or not given to **us** at the time the decision is being made.

How does it work?

Please follow these simple steps:

- make sure **you** take **your** membership card when **you** go for **treatment**
- give your card to the admissions staff when you arrive and ask them to contact us - all the information they need is on the card

- we will confirm whether the treatment you are having is covered and that your membership is in order
- please note: If you have chosen to pay a deductible, we will collect any amount due from your bank or credit card
- we aim to arrange direct settlement wherever possible, but it has to be with the agreement of whoever is providing the treatment. In general, direct settlement can only be arranged for in-patient treatment or daycase treatment

And that is it. **You** can then relax and have **your treatment** knowing that **we** will take care of the costs for **you**.

Our approach to costs

When you are in need of a treatment provider, our dedicated team can help you find a recognised medical practitioner, hospital or healthcare facility within network. Alternatively, you can view a summary of benefits providers on Facilities Finder at bupaglobal.com/ en/facilities/finder. Where you choose to have your treatment and services with a treatment provider in network, we will cover all eligible costs of any covered benefits, once any applicable co-insurance or deductible amount which you are responsible to pay has been deducted from the total claimed amount.

Should you choose to have covered benefits with a treatment provider who is not part of **network**, we will only cover costs that are **Reasonable** and Customary. This means that the costs charged by the **treatment** provider must be no more than they would normally charge, and be similar to other benefits providers providing comparable health outcomes in the same geographical region. These may be determined by our experience of usual, and most common, charges in that region. Government or official medical bodies will sometimes publish guidelines for fees and medical practice (including established treatment plans, which outline the most appropriate course of care for a specific condition, operation or procedure). In such cases, or where published insurance industry standards exist, we may refer to these global guidelines when

assessing and paying claims. Charges in excess of published guidelines or **Reasonable and Customary** made by an 'out-of-**network**' **treatment** provider will not be paid.

This means that, should **you** choose to receive covered benefits from an 'out-of-**network**' **treatment** provider:

- you will be responsible for paying any amount over and above the amount which we reasonably determine to be Reasonable and Customary – this will be payable by you directly to your chosen 'out-of-network' treatment provider;
- we cannot control what amount your chosen 'out-of-network' treatment provider will seek to charge you directly.

There may be times when it is not possible for **you** to be treated at a **treatment** provider in **network**, for example, if **you** are taken to an 'out-of**network**' **treatment** provider in an **emergency**. If this happens, **we** will cover eligible costs of any covered benefits (after any applicable co-insurance or **deductible** has been deducted).

If you are taken to an 'out-of-network' treatment provider in an emergency, it is important that you, or the treatment provider, contact us within 48 hours of your admission, or as soon as reasonably possible in the circumstances. If it is the best thing for you, we may arrange for you to be moved to a treatment provider in network to continue your treatment once you are stable. Should you decline to transfer to a treatment provider in network only the Reasonable and Customary costs of any covered benefits received following the date of the transfer being offered will be paid (after any applicable co-insurance or deductible has been deducted).

Additional rules may apply in respect of covered benefits received from an 'out-of-**network**' **treatment** provider in certain countries.

Treatment in the U.S.

If you chose to include U.S. cover, we have special arrangements in place if you need to have treatment or be hospitalised or visit a doctor while you are there. These include access to a select network of quality hospitals and other medical treatment providers with direct settlement of all covered expenses when you receive treatment in a network hospital. To access these benefits, and avoid penalties, prior approval must be obtained for all treatment in hospital using the same simple process as before.

Please call 844 369 3797 (from inside the U.S.) or +1 844 369 3797 (from outside the U.S.)

When **you** get prior approval for **your treatment** and **you** go to a **network hospital**, all covered expenses are paid in full – direct to the providers of **your treatment**.

This cover still gives **you** the freedom to choose to have **your treatment** at any **hospital**. However, if **you** decide to have **your treatment** at a **hospital** which is not included in the **network**, **we** will only pay **Reasonable and Customary** costs towards the cost of covered **treatment**. Please see the " **Our** approach to costs" section of this membership guide.

There may be occasions when it is not possible for **you** to be treated at a **network hospital**.

These include:

- there is no **network hospital** within 30 miles/ 50 kilometres of **your** address
- the **treatment you** need is not available in the **network hospital**

In these cases, **we** won't ask **you** to share the cost of **your treatment**.

If you choose not to get prior approval for your treatment in hospital, and day-case treatment, cancer treatment and MRI, CT or PET scans in the U.S. pre-authorised, you will be required to pay 50 percent of your covered expenses. Without prior approval, the special arrangements and network pricing we have put in place for you cannot be accessed.

Of course **we** understand that there are times when **you** cannot get prior approval, such as in an emergency. If you are taken to hospital in an **emergency**, it is important that **you** arrange for the hospital to contact us within 48 hours of your admission, or as soon as reasonably possible in the circumstances. **We** can then make sure **you** are getting the right care, in the right place. If **you** have been taken to a **hospital** which is not part of the **network**, and if it is the best thing for **you**, we may arrange for **you** to be moved to a **network** hospital to continue **vour treatment** once **vou** are stable. Should **you** decline to transfer to a provider in **network** (should this be offered to be arranged, where medically appropriate) only the Reasonable and Customary costs of any covered treatment or services received following the date of the transfer being offered will be paid (after any applicable co-insurance or **deductible** has been deducted).

How to claim

We always aim to settle **your** claim directly with **your treatment** provider. If **we** cannot do this for any reason, please send **us** a claim by post. If **you** subscribe to **our** secure MembersWorld website, **you** can view **your** documents online, upload **your** claims and view **your** claims statement.

To help **us** to settle **your** claim promptly, **you** should include:

- $\circ~$ a fully completed claim form
- $\circ~$ all the original invoices for your treatment

We cannot return original documents such as invoices or letters, but we are happy to send copies if you ask for these when you submit your claim.

We may need to ask for extra information to help us process your claim, for example:

- medical reports or other information about your condition
- the results of any independent medical examination that we may ask for at our expense
- written confirmation that **you** cannot claim against another person or insurer

If this is the case, there will be a delay before \pmb{we} are able to make any claim payment.

We will pay for:

- treatment and conditions included on your plan while you are covered by your membership
- costs as described in your 'Table of benefits' as applicable on the date(s) of your treatment
- treatment which is clinically appropriate and suitable for you
- active treatment of a disease, illness or injury that leads to your recovery, conservation of your condition or to restore you to your previous state of health
- costs for treatment which you have received, but not deposits or advance payments for treatment to be received in the future, or registration/administration fees charged by the provider of treatment
- Reasonable and Customary costs. This means that the costs charged by your treatment provider should not be more than they would normally charge and be representative of charges by other treatment providers in the same area*

* Guidelines for fees and medical practice (including established **treatment** plans, which outline the most appropriate course of care for a specific condition, operation or procedure) may be published by a government or official medical body. In such cases, or where published insurance industry standards exist, **Bupa Global** may refer to these when assessing and paying claims. Charges in excess of published guidelines or **Reasonable and Customary** costs may not be paid.

We will not pay for treatment which in our reasonable opinion is inappropriate based on established clinical and medical practice, and we are entitled to conduct a review of your treatment, when it is reasonable for us to do so.

How you will be paid

We will pay only one of the following:

- $\circ~$ the member who received the treatment
- the **main member**
- $\circ~$ the **treatment** provider, or
- the executor or administrator of the member's estate

We will pay by either:

- electronic transfer direct to **your** bank account, or
- \circ cheque

Electronic transfers are quick, secure and convenient, and **we** even pay the administration costs for making payments in this way. **Our** bank is instructed to pass these charges back to **us** for payment, but sometimes **you** will still be charged by **your** local bank. If this happens, **we** will refund these costs to **you**.

Any other bank charges or fees, such as for currency exchange, are **your** responsibility, unless they are charged as a result of **our** error.

If **you** wish **us** to pay **you** using electronic transfer, **we** will need the following details:

- full account number
- SWIFT code
- $\circ \ \ \, \text{bank address}$
- IBAN number (if **your** account is held in Europe)

Please include all this information in the payment section of **your** claim form.

If **we** pay **you** by cheque and **you** don't cash it within 6 months, it will no longer be valid. If this happens simply get in touch and **we** will send **you** a replacement.

Which currency will you be paid in?

We will pay you in the currency you asked for in the payment section of your claim form, unless we are not allowed to due to international banking regulations, or where this may expose us (or our Bupa group of companies and administrators) to the

IQ MED www.iqmed.ro risk of any sanction, prohibition or restriction under the laws of any relevant jurisdiction and/or United Nations resolution. If this happens, **we** will pay **you** in the currency **you** use to pay **us**, or, at **our** discretion, such other currency **we** are permitted and able to make payment in, if any such payment is permitted to be made.

If **we** have to make a conversion from one currency to another, the exchange rate **we** use will be Reuters closing spot rate set at 16.00 **UK** time on the **UK** working day preceding the invoice date. If there is no invoice date, **we** will use the date of **your treatment**.

How much will you be paid?

Your benefits are paid in line with the limits shown in your 'Table of benefits', and any **deductibles** you may have chosen.

The benefit limits are shown in three currencies (see **your** 'Table of benefits').

The currency in which **you** have chosen to pay **your** subscriptions is the one **we** use to calculate **your** benefits.

There are different types of benefit limits, which are quoted separately for each person included in **your** membership:

- annual maximum we will pay up to this amount for all treatments in total, each membership year
- money limit we will pay up to this amount for a particular treatment, each membership year
- visits limit we will cover up to this number of visits or treatments, each membership year
- lifetime limit we will pay up to this amount (in money or visits) for the whole of your membership of this plan*
- single condition limit we will pay up to this amount (in money or visits) for a single diagnosis, each membership year

* Exception – the lifetime limit for **Mental health treatment** in **hospital** applies to the whole of **your** membership with **your insurer**. Please read about **Mental health treatment** in **your** 'Table of benefits'.

Discretionary payments

Sometimes, in certain situations, **we** may pay for **treatment you** have received which is outside the terms of **your** cover. This is called a discretionary or ex-gratia payment. Any payment that **we** may make on this basis will still count towards the maximum limits on **your** membership. If **you** receive a discretionary payment like this, it does not mean that **we** are required to pay similar costs in the future.

We are not required to pay for any **treatment** or condition that is not covered by **your** plan, even if we have paid an earlier claim for similar or identical **treatments** or conditions.

Claiming for treatment when others are responsible

You must complete the appropriate section of the claim form if you are claiming for **treatment** that is needed when someone else is at fault, for example in a road accident in which you are a victim. If so, you will need to take any reasonable steps we ask of you to assist us to:

 recover from the person at fault (such as through their insurance company) the cost of the **treatment** paid for by **Bupa Global**, and
 claim interest if **you** are entitled to do so

If any person is to blame for any injury, disease, illness, condition or other event in relation to which **you** receive any covered benefits, **we** may make a claim in **your** name.

You must provide **us** with any assistance **we** reasonably require to help make such a claim, for example:

- providing us with any documents or witness statements;
- signing court documents; and
- $\,\circ\,\,$ submitting to a medical examination.

We may exercise **our** rights to bring a claim in your name before or after **we** have made any payment under the membership. You must not take any action, settle any claim or otherwise do anything which adversely affects **our** rights to bring a claim in your name.

Claiming with joint or double insurance You must complete the appropriate section on the claim form if you have any other insurance cover for the cost of the treatment or benefits you have claimed from us. If you do have other insurance cover, this must be disclosed to us when claiming, and we will only pay our share of the cost of the treatment or benefits claimed.

Core cover: Worldwide Medical Insurance

Overall annual maximum - GBP 1,700,000 / USD 2,890,000 / EUR 2,125,000*	•
Staying in hospital overnight or as a day-case	•
Parent accommodation	•
Nursing care	•
Operating room, medicines and surgical dressings	•
Intensive care, intensive therapy, coronary care and high dependency unit	•
In-patient, day-case and out-patient surgical operations, including surgeons' and anaesthetists' fees	•
Specialists' consultation fees	•
Pathology, X-rays and diagnostic tests	•
Physiotherapy, chiropractor and osteopathy, therapists, complementary therapists, dietician and speech therapist	•
Rehabilitation	•
Advanced imaging	•
Mental health treatment overnight in hospital, including room, board and treatment costs	•
Mental health treatment as a day-case, including room, board and treatment costs	•
Prosthetic implants and appliances	•
Prosthetic devices	•
Childbirth and treatment in hospital	•
Childbirth at home or birthing centre	•
Complications of maternity and childbirth	•
Medically essential Caesarean section	•
Newborn care	•
Cancer treatment	•
Transplant services	•
Hospice and palliative care	•
Local road ambulance	•
Local air ambulance	•
Home nursing	•
Hospitalisation cash benefit	•
Emergency dental treatment	•
Treatment of congenital and hereditary conditions	•
Kidney dialysis	•

Option: Worldwide Medical Plus

Overall annual maximum - GBP 25,000 / USD 42,500 / EUR 31,250* (excluding transplant services benefits)	•
Specialists' consultation and doctors' fees	•
Physiotherapy, osteopathy and chiropractor treatment	•
Consultations and treatment with therapists, complementary therapists and qualified nurses	•
Psychiatrists', psychologists' and psychotherapist fees	•
Speech therapy	•
Pathology, X-rays and diagnostic tests	•
Young child care	•
Maternity	•
Accident-related dental treatment	•
Transplant services	•

Option: Worldwide Medicines and Equipment

Prescribed medicines and dressings	•
Durable medical equipment - up to 45 days rental each condition	•
Long-term prescription medicines	•

Option: Worldwide Wellbeing

Overall annual maximum - GBP 5,000 / USD 8,500 / EUR 6,250*	•
Full health screen	•
Mammogram	•
Papanicolaou (PAP) test	•
Prostate cancer screen	•
Colon cancer screen	•
Bone densitometry	•
Four dietetic consultations	•
Vaccinations	•
Dental benefits	•
Dental - Preventive - 100%	•
Dental - Routine and major restorative - 80%	•
Dental - Orthodontic - 50%	•
Eye test (including consultation)	•
Spectacle lenses	•
Contact lenses	•
Spectacle frames	•
Option: Worldwide Evacuation	
Evacuation	•
Repatriation	

	EVACUATION	•
Travel cost for the transfer of minor children ● Living allowance ● Repatriation of mortal remains ● Compassionate visit and return ●	Repatriation	•
Living allowance●Repatriation of mortal remains●Compassionate visit and return●	Travel cost for an accompanying person	•
Repatriation of mortal remains Compassionate visit and return	Travel cost for the transfer of minor children	•
Compassionate visit and return	Living allowance	•
	Repatriation of mortal remains	•
Compassionate visit living allowance	Compassionate visit and return	•
	Compassionate visit living allowance	•

Summary of Exclusions

Summary of Exclusions	Level
Artificial life maintenance	•
Birth control	•
Conflict and disaster	•
Convalescence and admission for general care, or staying in hospital for	•
Cosmetic treatment	•
Developmental problems	•
Donor organs	•
Epidemics and pandemics:	•
Experimental treatment	•
Eyesight	•
Footcare	•
Harmful or hazardous use of alcohol, drugs and/or medicines	•
Health hydros, nature cure clinics etc.	•
Infertility treatment	•
Obesity	•
Persistent vegetative state (PVS) and neurological damage	•
Personal exclusions	•
Personality disorders	•
Pre-existing conditions	•
Preventive treatment	•
Reconstructive or remedial surgery	•
Sexual problems/gender issues	•
Sleep disorders	•
Stem cells	•
Surrogate parenting	•
Temporomandibular joint (TMJ) disorders	•
Travel costs for treatment	•
Unrecognised medical practitioner, hospital or healthcare facility	•
U.S. treatment	•
Genetic testing	•

Table of Benefits

The table of benefits shows the benefits, limits and the detailed rules that apply to **your** plan. **You** also need to read the 'What is not covered?' section so that **you** understand the exclusions on **your** plan which these benefits are subject to.

Core cover: Worldwide Medical Insurance

For treatment received whilst staying in hospital, either overnight or as a day-case

Worldwide Medical Insurance gives you the reassurance of covering essential hospital treatment you may need, whether in an emergency or a planned visit. All surgery, cancer treatment and advanced imaging, whether received whilst staying in hospital or as an out-patient, are also included.

This also includes surgical operations that do not require a hospital stay, for example surgical operations/procedures in a specialist's or doctor's treatment room as well as surgical operations, in hospital overnight, as a day-case or as an out-patient.

You may have chosen this cover on its own, or together with any combination of our options.

Benefits	Level	Explanation of benefits
Overall annual maximum - GBP 1,700,000 / USD 2,890,000 / EUR 2,125,000*		* It is possible that not all currencies will be available to you . Please see your membership certificate for the currency applicable to your contract.
Staying in hospital overnight or as a day-case	Paid in full	We pay hospital room and board costs when: • there is a medical need to stay in hospital • your treatment is given or managed by a specialist • you are staying in hospital • the length of your stay is medically appropriate for the procedure that you are admitted for. For example, unless medically essential, we do not pay for day-case accommodation for out-patient treatment, and we do not pay for in-patient accommodation for day-case treatment. • you occupy a standard single room with private bathroom. (This means we will not pay the extra costs of a deluxe, executive or VIP suite, etc.) • if treatment fees are charged in line with the room type, we will pay for treatment at the cost which would have been charged if you had stayed in a standard single room with private bathroom If you need to stay in hospital • you rediagnosis • treatment you have already had • treatment you have already had • treatment that you need to stay in hospital We will also pay up to GBP 10/USD 17/EUR 13 each day for personal expenses such as newspapers, television rental and guest meals when you have had to stay overnight in hospital. We do not pay hospital room and board charges if you are staying in hospital for any of the following reasons: • convalescence • general supervision • gain management • general supervision • pain management • general supervision • gain management •

Benefits	Level	Explanation of benefits
Parent accommodation	Paid in full	 We pay room and board costs for a parent staying in hospital with their child when: the costs are for one parent or legal guardian only the parent or guardian is staying in the same hospital as you, the child is under the age of 18 years old, and the child is receiving treatment that is covered
Nursing care	Paid in full	We pay for reasonable costs of a qualified nurse for your treatment if the hospital does not provide nursing staff. We do not pay for nurses hired in addition to the hospital's own staff.
Operating room, medicines and surgical dressings	Paid in full	 We pay for the costs of the: operating room recovery room medicines and dressings used in the operating or recovery room medicines and dressings for use during your hospital stay We do not pay medicines and dressings prescribed for use at home unless you have bought the Worldwide Medicines and Equipment option.
Intensive care, intensive therapy, coronary care and high dependency unit	Paid in full	 We pay room and board costs if you are treated in an intensive care/intensive therapy unit, high dependency or coronary care unit (or their equivalents) when it is the most appropriate place for you to receive treatment and: it is an essential part of your treatment and is required routinely by patients undergoing the same type of treatment as you, or it is medically necessary in the event of unexpected circumstances, for example if you have an allergic reaction during surgery
In-patient, day-case and out-patient surgical operations , including surgeons' and anaesthetists' fees	Paid in full	 We pay for in-patient, day-case and out-patient surgical operations and procedures including surgeons' and anaesthetists' fees, as well as treatment and consultations needed immediately before and after the surgery on the same day. This includes surgical operations/procedures such as dialysis performed whether staying in hospital overnight, as a day-case or as an out-patient. We also pay for investigative procedures (e.g. endoscopy) that use instruments and equipment and are provided at a hospital /consulting room, doctors office, out-patient clinic facility, whether staying in hospital overnight, as a day-case or as an out-patient. We do not pay for out-patient treatment received prior to surgery or as a follow-up afterwards unless you have bought the Worldwide Medical Plus option. Note: If you are not admitted as a day-case or as in-patient then pathology (e.g. checking blood and urine samples), radiology (e.g. x-rays) and diagnostic tests (e.g. ECGs) are only covered if you have bought the Worldwide Medical Plus option.
Specialists' consultation fees	Paid in full	 We pay for specialists' consultation fees during your stay in hospital when you have: medical treatment, for example if you have pneumonia meetings with your specialist, for example to discuss your surgery specialist attendance when medically necessary, for example in the unlikely event that you have a heart attack during surgery MED

Benefits	Level	Explanation of benefits
Pathology, X-rays and diagnostic tests	Paid in full	 We pay for: pathology, such as checking blood and urine samples radiology, such as X-rays diagnostic tests such as electrocardiograms (ECGs) if recommended by your specialist to help diagnose or assess your condition when you are in hospital
Physiotherapy, chiropractor and osteopathy, therapists, complementary therapists, dietician and speech therapist	Paid in full	We pay for treatment provided by therapists (such as occupational therapists), complementary therapists (such as acupuncturists), physiotherapy, osteopathy, chiropractor and dietician or speech therapist if it is needed as part of your treatment in hospital, as long as this treatment is not the primary reason for your hospital stay.
Rehabilitation	We pay in full for up to 42 days each condition (which may be in-patient treatment or daycase treatment) each membership year	 We pay for rehabilitation, including room, board and a combination of therapies such as physical, occupational and speech therapy after an event such as a stroke. We do not pay for room and board for rehabilitation when the treatment being given is solely physiotherapy. We pay for rehabilitation; only when you have received our pre-authorisation before the treatment starts, for up to 42 days treatment for each separate condition requiring rehabilitation. For treatment in hospital one day is each overnight stay and for day-case and out-patient treatment, one day is counted as any day on which you have one or more appointments for rehabilitation where it: starts within 6 weeks after the end of your treatment in hospital for a condition which is covered by your membership (such as trauma or stroke), and arises as a result of the condition which required the hospitalisation or is needed as a result of such treatment given for that condition Note: in order to give pre-authorisation, we must receive full clinical details from your consultant; including your diagnosis, treatment given and planned, and proposed discharge date if you stayed in hospital to receive rehabilitation.
Advanced imaging	Paid in full	We pay for advanced imaging such as: magnetic resonance imaging (MRI) computed tomography (CT) positron emission tomography (PET) if recommended by your specialist to help diagnose or assess your condition, whether you need this during a hospital stay overnight, as a day-case or as an out-patient.

Benefits	Level	Explanation of benefits
Mental health treatment overnight in hospital, including room, board and treatment costs	Paid in full	We pay for Mental health treatment overnight in hospital or as a day-case, to include room, board and treatment costs related to the Mental health condition.
		We pay for a total of 90 days' Mental health treatment, during your lifetime, for which you are medically required to stay overnight in hospital.
		This applies to all Bupa administered plans you have been a member of in the past, or may be a member of in the future, even if you have had a break in your cover.
		Example: if Bupa has paid for 45 days' Mental health treatment in hospital under another Bupa administered plan, this plan will only pay for another 45 days' treatment .
		We also pay for Mental health treatment received as a day-case in hospital, for up to 20 days each membership year.
Mental health treatment as a day-case, including room, board and treatment costs	Paid in full	
Prosthetic implants and appliances	Paid in full	We pay for prosthetic implants and appliances shown in the following lists.
		Prosthetic implants: • to replace a joint or ligament • to replace a heart valve • to replace a sphincter muscle • to replace a sphincter muscle • to replace the lens or cornea of the eye • to control urinary incontinence or bladder control • to remove excess fluid from the brain • cochlear implant - provided the initial implant was provided to the member when under the age of five, we will pay ongoing maintenance and replacements • breast reconstruction following surgery for cancer when the reconstruction was carried out as part of the original treatment for the cancer and you have obtained our written consent before receiving the treatment • to restore vocal function following surgery for cancer Appliances: • a knee brace which is an essential part of a surgical operation for the repair to a cruciate (knee) ligament • a spinal support which is an essential part of a surgical operation to the spine • an external fixator such as for an open fracture or following surgery to the head or neck
Prosthetic devices	Each device, up to GBP 2,000, USD 3,400 or EUR 2,500	We pay for the initial prosthetic device needed as part of your treatment. By this we mean an external artificial body part, such as a prosthetic limb or prosthetic ear which is required at the time of your surgical procedure. We do not pay for any replacement prosthetic devices for adults including any replacement devices required in relation to a pre-existing condition. We will pay for the initial and up to two replacements per device for children under the age of 16.

Benefits	Level	Explanation of benefits
Childbirth and treatment in hospital	Each membership year, up to GBP 8,000, USD 13,600 or EUR 10,000	 We pay for maternity treatment and childbirth after the mother has been a member of this plan for 24 months, including: hospital charges, obstetricians' and midwives' fees for normal childbirth post-natal care required by the mother immediately following normal childbirth, such as stitches Treatment for abnormal cell growth in the womb (hydatiform mole) foetus growing outside the womb (ectopic pregnancy) are not covered from this benefit but may be covered by your other benefits. (Other conditions arising from pregnancy or childbirth which could also develop in people who are not pregnant are not covered by this benefit but may be covered by your other benefits). Note: routine care for your baby We pay for routine care for up to seven days following birth, from the mother's maternity benefit. Any non-routine care, if eligible, is paid from the baby's newborn care benefit, not from the mother's maternity benefit. Your baby is also covered on the plan for 24 months when the baby is born. Please see surrogate parenting in the 'What is not covered?' section. Please read the 'Adding members to your plan' section.
Childbirth at home or birthing centre	Each membership year, up to GBP 650, USD 1,105 or EUR 810	We pay for midwives' or other specialists' fees for childbirth at home or birthing centre after the mother has been a member for 24 months. Please see surrogate parenting in the 'What is not covered?' section. Please read the 'Adding members to your plan' section.
Complications of maternity and childbirth	Paid in full	Once you have been covered on this health plan for 24 months: Treatment which is medically necessary as a direct result of pregnancy and childbirth complications. By complications we mean those conditions which only ever arise as a direct result of pregnancy or childbirth for example pre- eclampsia, threatened miscarriage, gestational diabetes, still birth. Please contact us for pre-authorisation where possible. If you require an emergency admission as a direct result of pregnancy and childbirth complications, please contact us within 48 hours of your admission. Please see surrogate parenting in the 'What is not covered?' section. Please read the 'Adding members to your plan' section.

Benefits	Level	Explanation of benefits
Medically essential Caesarean section	Each membership year, up to GBP 13,000, USD 22,100 or EUR 16,250	 We pay for hospital, obstetricians' and other medical fees for the cost of the delivery of your baby by Caesarean section, after the mother has been a member of this plan for 24 months, when it is medically essential for a Caesarean section for example as a result of non progression during labour (eg dystocia, foetal distress, haemorrhage). Note: if we are unable to determine that your Caesarean section was medically essential, it will be paid from your maternity and childbirth benefit limit. We do not pay for treatment received as an out-patient before or after the birth unless you have bought the Worldwide Medical Plus option. Please see surrogate parenting in the 'What is not covered?' section. Please read the 'Adding members to your plan' section.
Newborn care	Each membership year up to GBP 75,000 USD 127,500, EUR 93,750 maximum benefit for all treatment received during the first 90 days following birth	 We pay newborn care benefits: for all treatment (including routine preventive care, check-ups and immunisations) that is required for the newborn during the first 90 days' following birth, instead of any other benefit. (The first seven days of routine care for your baby will be paid from the mother's maternity benefit, whether your baby is entitled to newborn cover benefits or not) only for children covered under this plan within 30 days after birth and who are added from their date of birth We do not pay newborn care benefits for babies born as a result of assisted reproduction technologies, ovulation induction treatment, born to a surrogate or who have been adopted, or those children being enrolled on their own membership as these children can only join once they are 91 days old. Please read the 'Adding members to your plan' section.
Cancer treatment	Paid in full	 We pay for treatment of cancer, once it has been diagnosed, including: fees that are related specifically to planning and carrying out treatment for cancer. This includes tests, scans, consultations and drugs (such as cytotoxic drugs or chemotherapy).

Benefits	Level	Explanation of benefits
Transplant services	Each condition, up to GBP 150,000, USD 255,000 or EUR 187,500	We pay medical expenses for the following transplants if the organ has come from a relative or a certified and verified source of donation: organization: we pay donor expe
Hospice and palliative care	Lifetime limit of GBP 20,000, USD 34,000 or EUR 25,000	 We pay for the following hospice and palliative care services if you have received a terminal diagnosis and can no longer have treatment which will lead to your recovery: hospital or hospice accommodation nursing care prescribed medicines physical, psychological, social and spiritual care The amount shown here is the total amount we shall pay for these expenses during the whole of your lifetime of Bupa, whether continuous or not.

Benefits	Level	Explanation of benefits
Local road ambulance	Paid in full	 We pay for a local road ambulance: from the location of an accident to a hospital for a transfer from one hospital to another, or from your home to the hospital When a local road ambulance is: medically necessary, and related to treatment that is covered that you need to receive in hospital
Local air ambulance	Each membership year, up to GBP 5,000, USD 8,500 or EUR 6,250	 We pay for a local air ambulance: from the location of an accident to a hospital, or for a transfer from one hospital to another When a local air ambulance is: medically necessary used for short distances of up to 100 miles/160 kilometres, and related to treatment that is covered that you need to receive in hospital A local air ambulance may not always be available in cases where the local situation makes it impossible, unreasonably dangerous or impractical to enter the area, for example from an oil rig or within a war zone. We do not pay for mountain rescue. We do not pay for evacuation or repatriation if the treatment you need is not available locally unless you have bought the Worldwide Evacuation option.
Home nursing	Paid in full for 30 days each membership year	 We pay for home nursing if you have had treatment in hospital which is covered under this plan, when it: is prescribed by your specialist starts immediately after you leave hospital reduces the length of your stay in hospital is provided by a qualified nurse in your home and is needed to provide medical care, not personal assistance
Hospitalisation cash benefit	Up to 30 nights each membership year , up to GBP 100, USD 170 or EUR 125 per night	We pay hospital cash benefit if you: have received treatment in hospital which is covered under this plan have not been charged for your room and board, and have not been charged for your treatment

Benefits	Level	Explanation of benefits
Emergency dental treatment	Paid in full	 We pay for emergency dental treatment when: the treatment is needed as part of your overall treatment following a serious accident causing you to stay in hospital, and it is not the primary reason for you to be in hospital This benefit is paid instead of any other dental benefits you may have, when you need treatment as a result of a serious accident requiring hospitalisation.
Treatment of congenital and hereditary conditions	Each membership year , up to GBP 20,000, USD 34,000 or EUR 25,000	 We pay for treatment of congenital and hereditary conditions: by congenital conditions we mean any abnormalities, deformities, diseases, illnesses or injuries present at birth, by hereditary conditions we mean any abnormalities, deformities, diseases or illnesses that are only present because they have been passed down through the generations of your family If you have bought Worldwide Medical Plus, Worldwide Medicines and Equipment, Worldwide Wellbeing or Worldwide Evacuation the stated limits will apply for benefits included under those options. If you are unsure whether your condition may be classed as congenital or hereditary, please contact us for further information.
Kidney dialysis	Paid in full	We pay for kidney dialysis - provided as In-patient, day-case or as on out-patient .

Option: Worldwide Medical Plus

For specialist treatment where you do not need to stay in hospital

Worldwide Medical Plus covers **you** for consultations with a **doctor** or **specialist** and medical **treatments** that do not require a **hospital** stay. These may include **osteopathy** or complementary therapies, for example. Some of these **treatments** or consultations may take place before or after a **hospital** stay, but many will be totally independent.

Please note: some **out-patient treatment** is paid for from the Core cover: Worldwide Medical Insurance and not from this option. These include newborn care, **out-patient surgical operations**/procedures and Dialysis. Please see benefit explanations in Worldwide Medical Insurance for details of these benefits.

These benefits are only available if you have chosen this option and it is listed on your membership certificate.

Benefits	Level	Explanation of benefits
Overall annual maximum - GBP 25,000 / USD 42,500 / EUR 31,250* (excluding transplant services benefits)		* It is possible that not all currencies will be available to you . Please see your membership certificate for the currency applicable to your contract.
Specialists' consultation and doctors' fees	Paid in full up to 35 visits each membership year	 We pay for consultations or meetings with your specialist or doctor to: receive treatment arrange treatment as a follow-up to treatment already received, or diagnose your illness or interpret your symptoms Such meetings may take place in the specialist's or doctor's office, by telephone or using the internet.
Physiotherapy, osteopathy and chiropractor treatment	Paid in full up to 30 visits each membership year	We pay for physiotherapy , osteopathy and chiropractor treatments , which are physical therapies aimed at restoring your normal physical functions.
Consultations and treatment with therapists , complementary therapists and qualified nurses	Paid in full up to 15 visits each membership year	 We pay for nursing charges for general nursing care, for example injections or wound dressings by a qualified nurse and consultations and treatment with therapists and complementary therapists when they are appropriately qualified and registered to practice in the country where treatment is received. This includes the cost of both consultation and treatment, including any complementary medicines prescribed or administered as part of your treatment. Example: should any complementary medicines or treatments be supplied or carried out on a separate date to a consultation, these costs will be considered as a separate visit.
Psychiatrists', psychologists' and psychotherapist fees	Paid in full up to 35 visits each membership year	 We pay for psychiatrists', psychologists' and psychotherapist fees for: meeting with your specialist to assess your condition, or treatment provided by a psychiatrist or psychologist or psychotherapist

Option: Worldwide Medical Plus (continued)

Benefits	Level	Explanation of benefits
Speech therapy	Paid in full	 We pay for speech therapy only when it is: short term for a condition such as a stroke and part of the treatment for that condition taking place during or immediately following treatment for that condition, and recommended by your specialist We do not pay for treatment of speech or language disorders such as stammering or resulting from learning difficulties or developmental studies.
Pathology, X-rays and diagnostic tests	Paid in full	 We pay for the following if recommended by your specialist or doctor to help diagnose or assess your condition: pathology, such as checking blood and urine samples radiology (such as X-rays) diagnostic tests such as electrocardiograms (ECGs) or hearing tests Note: Advanced Imaging (such as MRI, CET or PET scans) is covered from the Worldwide Medical Insurance module, and not from this module'
Young child care	Each membership year , up to GBP 1,000, USD 1,700 or EUR 1,250	We pay the following young child benefits for children from the age of 91 days up to the age of five covered under this plan: routine preventive care and check-ups, and immunisations

Option: Worldwide Medical Plus (continued)

Benefits	Level	Explanation of benefits
Matemity	Each membership year, up to GBP 3,000, USD 5,100 or EUR 3,750	We pay for maternity care and treatment after you, the mother, have been covered on this option for 24 months including: • treatment before and after the birth, • home nurse following delivery We also pay for pregnancy and childbirth complications, by which we mean those conditions which only ever arise as a direct result of pregnancy or childbirth. These include: • pre-eclampsia • miscarriage • threatened miscarriage, gestational diabetes, when the foetus has died and remains with the placenta in the womb still birth • heavy bleeding in the hours and days immediately after childbirth (post partum haemorrhage) • afterbirth left in the womb after delivery of the baby (retained placental membranes) • complications following any of the above conditions Treatment for • abnormal cell growth in the womb (hydatiform mole) • foetus growing outside the womb (ctopic pregnancy) • are not covered from this benefit but may be covered by your other benefits. (Other conditions arising from pregnancy or childbirth which could also develop in people who are not pregnant are not covered by this benefit. Any non-routine care, if eligible, is paid from the baby's newborn care benefit, not from the mother's maternity benefit. Any non-routine care, if eligible, is paid from the baby's newborn care benefit, not from the mother's maternity benefit. Any non-routine care, if eligible, is paid from the baby's newborn care benefit, not from the mother's maternity benefit. Any non-routine care, if eligible, i
Accident-related dental treatment	Each membership year , 80% up to GBP 500, USD 850 or EUR 625	 We pay for accident-related dental treatment that you receive from a dental practitioner for treatment during an emergency visit following accidental damage to any tooth. We only pay any accident-related dental treatment which takes place up to 30 days after the accident.

Option: Worldwide Medical Plus (continued)

Benefits	Level	Explanation of benefits
Transplant services	Each condition, up to GBP 50,000, USD 85,000 or EUR 62,500	 We pay for all costs for treatment received by you or your donor for, or related to, a covered transplant which has not been provided during a stay in hospital, such as: specialists' and doctors' fees pathology, X-rays and diagnostic tests physiotherapy, osteopathy and chiropractor treatment, or any donor complications, but to a maximum of 30 days post-operatively only We do not pay for anti-rejection medicines unless you have bought the Worldwide Medicines and Equipment option three or more years before needing these medicines. Please read about transplant services under Worldwide Medical Insurance.

Option: Worldwide Medicines and Equipment

For prescribed medicines and medical equipment

Often, treatment doesn't end when you leave the hospital or clinic or after you have seen a specialist. This option covers you for prescription medicines and the rental or purchase of medical appliances, such as oxygen supplies or wheelchairs. Our benefit for long-term prescriptions will also pay for any medicine required to manage chronic conditions such as asthma.

These benefits are only available if you have chosen this option and it is listed on your membership certificate.

Benefits	Level	Explanation of benefits
Prescribed medicines and dressings	Each membership year , up to GBP 1,500, USD 2,550 or EUR 1,875	 We pay for medicines and dressings: prescribed by your medical practitioner, and that are only used if you have a disease, illness or injury If you are staying in hospital, medicines and dressings will be covered under your Worldwide Medical Insurance benefits - read note 'Operating room, medicines and surgical dressings'. Note: this benefit does not include costs for complementary medicine prescribed or administered, as these are paid under the benefit 'Consultations and treatment with therapists and complementary therapists'. We pay for durable medical equipment that: can be used more than once is not disposable is used to serve a medical purpose is not used in the absence of a disease, illness or injury, and is fit for use in the home
Long-term prescription medicines	Each membership year , 80% up to GBP 10,000, USD 17,000 or EUR 12,500 Lifetime limit of GBP 60,000, USD 102,000 or EUR 75,000	 We pay for long-term prescribed medicines: after you have been covered on this option for three years, and which have been prescribed for a period of at least six months A medical report from your specialist or doctor is required confirming: the condition you need the medicines for, and that you need to take these medicines for at least six months

Option: Worldwide Wellbeing

For a range of health screenings, vaccinations, dental and optical treatment

Our Worldwide Wellbeing option is designed to help you protect and maintain your health. It covers medical screenings that can provide valuable early detection of conditions such as cancer. It covers dental and optical treatments, which can play an important role in keeping you healthy by identifying underlying problems such as mouth cancer or diabetes.

These benefits are only available if you have chosen this option and it is listed on your membership certificate.

Benefits	Level	Explanation of benefits
Overall annual maximum - GBP 5,000 / USD 8,500 / EUR 6,250*		* It is possible that not all currencies will be available to you . Please see your membership certificate for the currency applicable to your contract.
Full health screen	Each membership year, up to GBP 600, USD 1,020 or EUR 750	 We pay for a full health screening: after you have been covered on this option for one membership year then each alternate membership year A full health screening generally includes various routine tests performed to assess your state of health and could include tests such as high cholesterol, high blood pressure, diabetes, anaemia and lung function, liver and kidney function and cardiac risk assessment. In addition, you may also have the specific screenings as part of a full health screening. The actual tests you have will depend on those supplied by the treatment provider where you have your screening. We pay for mammogram, PAP (also known as a smear test), prostate cancer screening (which may include a prostate-specific
		antigen (PSA) test and/or physical examination), colon cancer screening and bone densitometry. These tests and/or screenings: do not have a waiting period, and may take place independently of full health screening
Papanicolaou (PAP) test	-	
Prostate cancer screen		
Colon cancer screen		
Bone densitometry		
Four dietetic consultations		We pay for dietetic consultations when required for dietary advice relating to a diagnosed disease or illness, such as diabetes. We do not pay for slimming classes, slimming aids and weight management.

Benefits	Level	Explanation of benefits
Vaccinations		 We pay for vaccinations and immunisations such as: travel vaccinations malaria tablets pneumococcal vaccinations, or vaccinations to aid the prevention of cancer, such as human papilloma virus (HPV), as and when these are complete medical trials and are approved for use in the country of treatment We do not pay for immunisations for newborns or for children up to the age of five from this benefit. If you have bought the Worldwide Medical Plus option we will pay immunisations for children aged 91 days up to the age of 5 from the young child care benefit. Immunisations within the first 90 days are paid from the newborn care benefit (if eligible). Please read about newborn care under Worldwide Medical Insurance.
Dental benefits		We pay for treatment you receive from your dental practitioner. Certain dental/oral treatments will not be paid from this benefit, but from the Worldwide Medical Insurance and/or Worldwide Medical Plus benefits if you bought this option (please read notes under those benefits). These conditions are those which are more specialised and need to be performed by a maxillofacial or oral specialist in hospital, such as: o put a natural tooth back into a jaw bone after it is knocked out or dislodged in an accident o surgically remove a complicated, buried or impacted tooth, teeth or root o benign gum cysts/jaw cysts o facial deformity such as cleft palate or lip o facial injuries such as after an accident or cancer, or o salivary gland diseases
Dental - Preventive - 100%	Each membership year, up to GBP 3,500, USD 5,950 or EUR 4,375	Dental – preventive, after you have been covered on this option for six months includes: • two check-ups/exams each membership year • X-rays/bitewing/single view/Orthopantomogram (OPG) • scale and polish • gum shield/mouth guard, and • night guard
Dental - Routine and major restorative - 80%		Dental - routine and major restorative, after you have been covered on this option for six months includes: all fillings-either amalgam (silver) or composite (white) root canal treatment crowns/bridge dental implant, and anaesthesia costs

Option: Worldwide Wellbeing (continued)

Benefits	Level	Explanation of benefits
Dental - Orthodontic - 50%	Please see previous page for shared limit.	Dental - orthodontic treatment up to the age of 19, after you have been covered on this option for two years includes: o consultations and monthly check-ups o removal of deciduous/baby teeth/milk teeth/primary teeth treatment planning models/gum impressions o extractions anaesthesia X-rays including single/bitewing/periapical (root X-ray)/full-mouth X-rays/Orthopantomogram (OPG) and Cephalometric (CEPH) o digital photography, and o metal braces/retainers
Eye test (including consultation)	One each membership year , 100%	We pay for one eye test each membership year, which includes the cost of your consultation and sight/vision testing.
Spectacle lenses	80%	We pay for spectacle and contact lenses which are prescribed to correct a sight/vision problem such as short or long sight.
Contact lenses	80%	
Spectacle frames	Once every two membership years, 80% up to GBP 150, USD 255 or EUR 185	 We pay for spectacle frames. This benefit is payable: once every two membership years only if you have been prescribed spectacle lenses Your spectacle lens prescription or invoice will be required in support of your claim for spectacle frames.

Option: Worldwide Evacuation

For when you cannot get the treatment you need in a local hospital

When the **treatment you** need is not available locally, the Worldwide Evacuation option covers **you** for reasonable transport costs to the nearest appropriate place of **treatment**, when the **treatment you** need is not available nearby. Repatriation, which is also included, gives **you** the added option of returning to **your specified country of residence** or **specified country of nationality**, to be treated in familiar surroundings when the **treatment** is not available locally.

For all medical transfers, either evacuation or repatriation:

- you must contact our service partner for authorisation before you travel, on +44 (0) 1273 333 911
- our service partners must agree the arrangements with you
- your Worldwide Evacuation benefit is applicable for hospital treatment, either overnight or as a day-case. Evacuation only (not repatriation) may also be authorised if you need advanced imaging or cancer treatment such as radiotherapy or chemotherapy
- the **treatment** must be recommended by **your specialist** or **doctor**
- o the **treatment** is not available locally
- the **treatment** must be eligible under **your** plan
- \circ you must have cover for the country you are going to be treated in, for example the U.S.
- $\circ~$ you must have Worldwide Evacuation Cover in place before you need the treatment.

You must provide us with any information or proof that we may reasonably ask you for to support your request. We will only pay if all arrangements are agreed and approved in advance by Bupa Global's service partners.

We will not approve a transfer which in **our** reasonable opinion is inappropriate based on established clinical and medical practice, and we are entitled to conduct a review of **your** case, when it is reasonable for **us** to do so. Evacuation or Repatriation will not be authorised if it would be against medical advice.

The costs of any treatment you receive either before or after an evacuation or repatriation will be paid from Worldwide Medical Insurance or any options you have bought as appropriate, provided this is covered under your plan.

We will not be able to arrange evacuation or repatriation in cases where the local situation makes it impossible, unreasonably dangerous or impractical to enter the area, for example from an oil rig or within a war zone.

We cannot be held liable for any delays or restrictions in connection with the transportation caused by weather conditions, mechanical problems, restrictions imposed by public authorities or by the pilot or any other condition beyond **our** control.

Bupa Global is not the provider of the transportation and other services set out in the transportation/travel section, but will arrange those services on your behalf. In some countries we may use service partners to arrange these services locally, but Bupa Global will always be here to support you.

We do not pay for extra nights in hospital, when you are no longer receiving active treatment which requires you to be and are awaiting your return flight.

Option: Worldwide Evacuation (continued)

Benefits	Level	Explanation of benefits
Evacuation	Paid in full	 We pay the Reasonable and Customary transport costs for an evacuation: to the nearest place where the required treatment is available when the treatment is not available locally. (This could be to another part of the country that you are in or to another country), and for the return journey to the place you were transferred from when this is authorised in advance by our service partners. The costs we pay for the return journey will be either: the reasonable cost of the return journey by land or sea, or the cost of an economy class air ticket whichever is the lesser amount. We do not pay any other costs related to the evacuation such as travel costs outside of the actual evacuation which are not authorised by us or hotel accommodation.
Repatriation	Paid in full	 We pay the Reasonable and Customary transport costs for a repatriation: to your specified country of nationality as given on your application form, or your specified country of residence, when the treatment is not available locally, and the return journey to the place you were transferred from when this is authorised in advance by Bupa Global's service partners. The costs we pay for the return journey will be either: the reasonable cost of the return journey by land or sea, or the cost of an economy class air ticket whichever is the lesser amount. We do not pay any other costs related to the repatriation such as taxis or hotel accommodation. In some cases, it may be more appropriate for you to travel to the airport by taxi, than other means of transport, such as an ambulance. In these cases, and if approved in advance, we will pay for taxi fares. In some cases you may request a repatriation when contacting Bupa Global's service partners for authorisation, but this may not be medically appropriate. In these cases, we will first evacuate you to the nearest place where treatment is available. Once you have the meant the repatriate you to your specified country of nationality or your specified country of residence.

Option: Worldwide Evacuation (continued)

Benefits	Level	Explanation of benefits
ravel cost for an accompanying person	Paid in full	We pay reasonable travel costs for a relative or partner to accompany you: o if there is a reasonable need for you to be accompanied, and o the return journey to the place you were transferred from when: o this is authorised in advance by Bupa Global's service partners, and o the return journey is within 14 days of the end of the treatment The costs we pay for the return journey will be either: o the reasonable cost of the return journey by land or sea, or o the cost of an economy class air ticket whichever is the lesser amount. We do not pay for someone to travel with you when the evacuation is for you to receive out-patient treatment. By 'reasonable need' we mean that you need someone to accompany you for one of the following reasons: you need to be transferred over a long distance (1000 miles or 1600 KM) there is no medical escort you are very seriously ill The accompanying person may travel in a different class from the member receiving treatment depending on medical requirements.
Travel cost for the transfer of minor children	Paid in full	 We pay reasonable travel costs for minor children to be transferred with you in the event of an evacuation or repatriation, provided they are under the age of 18 when: it is medically necessary for you as their parent or guardian to be evacuated or repatriated your spouse, partner, or other joint guardian is accompanying you, and they would otherwise be left without a parent or guardian
Living allowance	For a maximum of 10 days each membership year , each day up to GBP 100, USD 170 or EUR 125	 We pay towards living expenses for the relative or partner who is authorised to travel with you: following an evacuation only, and for up to 10 days, or your date of discharge whichever is the earlier, whilst away from their usual specified country of residence We do not pay for someone to travel with you when evacuation is for out-patient treatment only.

Option: Worldwide Evacuation (continued)

Benefits	Level	Explanation of benefits
Repatriation of mortal remains	Maximum benefit of GBP 6,500, USD 11,050 or EUR 8,125	 We pay for reasonable costs for the transportation only of your body or cremated mortal remains to your home country or to your specified country of residence: in the event of your death while you are away from home, and subject to airline requirements and restrictions We do not pay for burial or cremation, the cost of burial caskets, etc, or the transport costs for someone to collect or accompany your mortal remains.
Compassionate visit and return	For a maximum of five trips per lifetime. Each visit up to GBP 800, USD 1,360 or EUR 1,000	 We pay for economy class travel costs for one close relative (spouse/partner, parent, child, brother or sister) who is in another country to visit when you have a sudden accident or illness and are going to be hospitalised for at least five days or you have received a short-term terminal prognosis. This includes the equivalent of economy class costs of your relative's return journey to their home country. We pay: a maximum of five trips for the lifetime of your membership only when authorised in advance by Bupa Global's service partners We also pay towards living expenses for your relative: following an eligible compassionate visit only, and for up to 10 days whilst away from their usual specified country of residence We do not pay this benefit when either an evacuation or repatriation has taken place. In the event of an evacuation or repatriation taking place during a compassionate visit, no further benefits as described in notes 'Travel cost for an accompanying person', 'Travel cost for the transfer of minor children' or 'Living allowance' will be payable.
Compassionate visit living allowance	For a maximum of 10 days each visit, each day up to GBP 100, USD 170 or EUR 125	

What is not covered?

In the 'Exclusion' section below, we list specific treatments, conditions and situations that we do not cover as part of your plan. In addition to these you may have personal exclusions or restrictions that apply to your plan, as shown on your membership certificate.

Important - please read General exclusions

If you have not bought Worldwide Medical Plus, Worldwide Medicines and Equipment, Worldwide Wellbeing or Worldwide Evacuation we do not pay for any of the treatments or benefits included under those options.

The following exclusions apply to our core cover and each of the options. Where we have stated that we will pay for treatment in some circumstances, this is subject to you having bought the appropriate options.

Please note that, should **you** choose to have **treatment** or services with a **treatment** provider who is not part of **network**, **we** will only cover costs that are **Reasonable and Customary**. Additional rules may apply in respect of covered benefits received from an 'out-of-**network' treatment** provider in certain specific countries.

Important note:

Our global health plans are non-U.S. insurance products and accordingly are not designed to meet the requirements of the U.S. Patient Protection and Affordable Care Act (the Affordable Care Act). **Our** plans may not qualify as minimum essential coverage or meet the requirements of the individual mandate for the purposes of the Affordable Care Act, and **we** are unable to provide tax reporting on behalf of those U.S. taxpayers and other persons who may be subject to it. The provisions of the Affordable Care Act are complex and whether or not **you** or **your** dependants are subject to its requirements will depend on a number of factors. **You** should consult an independent professional financial or tax advisor for guidance. For customers whose coverage is provided under a group health plan, **you** should speak to **your** health plan administrator for more information.

Exclusion	Notes	Rules
Artificial life maintenance		Including mechanical ventilation, where such treatment will not or is not expected to result in your recovery or restore you to your previous state of health.
		Example: We will not pay for artificial life maintenance when you are unable to feed and breathe independently and require percutaneous endoscopic gastrostomy (PEG) or nasal feeding for a period of more than 90 continuous days.
Birth control		 contraception sterilisation vasectomy
		 termination of pregnancy unless there is a threat to the mother's health family planning, such as meeting your doctor to discuss becoming pregnant or contraception
Conflict and disaster		We shall not be liable for any claims which concern, are due to or are incurred as a result of treatment for sickness or injuries directly or indirectly caused by you putting yourself in danger by entering a known area of conflict (as listed below) and/or if you were an active participant or you have displayed a blatant disregard for your personal safety in a known area of conflict:
		 nuclear or chemical contamination war, invasion, acts of a foreign enemy
		 civil war, rebellion, revolution, insurrection
		 terrorist acts military or usurped power
		 martial law civil commotion, riots, or the acts of any lawfully constituted authority
		 hostilities, army, naval or air services operations whether war has been declared or not
Convalescence and admission for general care, or staying in hospital for		 convalescence, pain management, supervision receiving only gament, supervision
		 receiving only general nursing care therapist or complementary therapist services
		 domestic/living assistance such as bathing and dressing, and treatment that could take place as a day-case or out-patient
		MED

Exclusion	Notes	Rules		
Cosmetic treatment		 Treatment to improve your appearance such as: facelift or re-modelled nose, abdominoplasty cosmetic dentistry such as the replacement of a sound, natural tooth with an implant, veneers, etc orthodontic treatment over the age of 19 (we pay for orthodontic treatment under the age of 19 if you have bought the Worldwide Wellbeing option) treatment related to or arising from the removal of non-diseased, or surplus or fat tissue, such as liposuction, whether or not it is needed for medical or psychological reasons hair transplants for any reason surgery to change the shape, enhance or reduce your breast(s) for any reason, except reconstruction following treatment for cancer Examples: we do not pay for breast reduction for backache, or gynaecomastia (the enlargement of breasts in men). We may pay for prophylactic surgery (surgery to remove an organ or gland that shows no signs of disease, in an attempt to prevent development of disease of that organ or gland) when: there is a significant family history of the disease, for example ovarian cancer, which is part of a genetic cancer syndrome, and/or you have positive results from genetic testing (please note that we will not pay for the genetic testing) 		
Developmental problems		 learning difficulties, such as dyslexia. developmental problems treated in an educational environment or to support educational development. 		
Donor organs		 mechanical or animal organs, except where a mechanical appliance is temporarily used to maintain bodily function whilst awaiting transplant purchase of a donor organ from any source, or harvesting and storage of stem cells, when this is carried out as a preventive measure against possible future disease 		
Epidemics and pandemics:		We do not pay for treatment for or arising from any epidemic disease and/or pandemic disease and we do not pay for vaccinations, medicines or preventive treatment for or related to any epidemic disease and/or pandemic disease.		

Exclusion	Notes	Rules		
Experimental treatment		Experimental or unproven treatment		
		Clinical tests, treatments , equipment, medicines, devices or procedures that are considered to be unproven or investigational with regards to safety and efficacy.		
		 We do not pay for any test, treatment, equipment, medicine, device or procedure that is not considered to be in standard clinical use but is (or should, in Bupa's reasonable clinical opinion, be) under investigation in clinical trials with respect to its safety and efficacy. We do not pay for any tests, treatment, equipment, medicine, products or procedures used for purposes other than defined under its licence, unless this has been pre-authorised by Bupa Global in line with its criteria for standard clinical use. 		
		Standard clinical use includes:		
		 treatment agreed to be "best" or "good practice" in national or international evidence-based (but not consensus-based) guidelines, such as those produced by NICE (National Insitute for Health and Care Excellence) (excluding medicines approved though the UK Cancer Drugs Fund), Royal Colleges or equivalent national specialist bodies in the country of treatment; the conclusions from independent evidence-based health technology assessment or systematic review (e.g. Hayes, CADTH, The Cochrane Collaboration, the NCCN level 1 or Bupa's in-house Clinical Effectiveness team) indicate that the treatment is safe and effective; where the treatment has received full regulatory approval by the licensing authority (e.g. US Food and Drugs Agency (FDA), the European Medicines Agency (EMA), the Saudi Arabia Food and Drug Agency, etc.) in the location where the [member] has requested treatment, and is duly licensed for the condition and patient population being requested (please note - full regulatory approval would require submission of data to the local licensing agency that adequately demonstrated safety and effectiveness in published phase 3 trials); and/or tests, treatments, equipment, medicines, devices or procedures which are mandated to be made available by the local law or regulation of the country in which treatment is requested. 		
		Notes:		
		 Case studies, case reports, observational studies, editorials, advertorials, letters, conference abstracts and non-peer reviewed published or unpublished studies are not considered appropriate evidence to demonstrate a test, treatment, equipment, medicine, device or procedure should be used in standard clinical use. Where licensing authority approval to market tests, treatment, equipment, medicines, devices or procedures does not, in Bupa's reasonable clinical opinion, demonstrate safety and efficacy, the criteria for standard clinical use shall prevail. 		
Eyesight		Treatment , equipment or surgery to correct eyesight, such as laser treatment , refractive keratotomy (RK) and photorefractive keratotomy (PRK).		
		Exceptions: If you have bought Worldwide Wellbeing cover, your optical benefits will be shown.		
Footcare		Treatment for: o corns o calluses, or o thickened or misshapen nails		
Harmful or hazardous use of alcohol, drugs and/or medicines		 Treatment for or arising: o directly or indirectly, from the deliberate, reckless (including where you have displayed a blatant disregard for your personal safety or acted in a manner inconsistent with medical advice), harmful and/or hazardous use of any substance including alcohol, drugs and/or medicines; and o in any event, from the illegal use of any such substance 		

Exclusion	Notes	Rules			
Health hydros, nature cure clinics etc.		Treatment or services received in a: o health hydro o nature cure clinic o spa, or o any similar establishment that is not a hospital			
Infertility treatment		Treatment to assist reproduction such as: in-vitro fertilisation (IVF) gamete intrafallopian transfer (GIFT) zygote intrafallopian transfer (ZIFT) artificial insemination (AI) prescribed drug treatment embryo transport (from one physical location to another), or donor ovum and/or semen and related costs We pay for investigations into the cause of infertility when your specialist believes there are symptoms and/or evidence to suggest a medical cause. We will only pay when: you have been a member of this plan (or any Bupa administered plan which includes this cover) for two years before the investigations start, and you were unaware and had not been suffering any symptoms prior to joining			
Obesity		Treatment for or as a result of obesity such as: o slimming aids or drugs o slimming classes, or o obesity surgery			
Persistent vegetative state (PVS) and neurological damage		We will not pay for treatment whilst staying in hospital for more than 90 continuous days for permanent neurological damage or if you are in a persistent vegetative state .			

Exclusion	Notes	Rules		
Personal exclusions		Please check your membership certificate to see if you have any personal exclusions or restrictions on your plan. The exclusions in this section apply in addition to and alongside any such personal exclusions and restrictions.		
		For all exclusions in this section, and for any personal exclusions or restrictions shown on your membership certificate, please note that:		
		 we do not pay for conditions which are directly related to excluded conditions or treatments we do not pay for any additional or increased costs arising from excluded conditions or treatments we do not pay for complications arising from excluded conditions or treatments. 		
		Example:		
		You have a personal exclusion for diabetes		
		 If your diabetes were to cause kidney problems, we would not pay for the treatment of such kidney problems. If while receiving treatment for another condition, you need to stay extra nights in hospital because of your diabetes we would not pay for these extra nights. 		
		Exceptions		
		This section describes some circumstances where exceptions can be made to exclusions or restrictions. Where this is the case, benefit is payable up to the limits set out in your Table of Benefits.		
Personality disorders		Any treatment for personality disorders, including but not limited to:		
		 affective personality disorder schizoid personality (not schizophrenia), or histrionic personality disorder 		
Pre-existing conditions		Any treatment for a pre-existing condition , related symptoms, or any condition that results from or is related to a pre-existing condition .		
		Please contact us before your renewal date if you or your dependants have personal exclusion(s) and would like us to review a personal exclusion. We may remove your exclusion if, in our opinion, no further treatment will be either directly or indirectly required for the condition, or for any related condition.		
		There are some personal exclusions that, due to their nature, we will not review.		
		To carry out a review, we may ask for an up to date medical report from your family doctor or consultant. Any costs incurred in obtaining these details are not covered under your plan and are your responsibility		

Exclusion	Notes	Rules		
Preventive treatment		Health screening, including routine health checks and vaccinations, or any preventive treatment , except if you have bought the Worldwide Wellbeing option.		
		We may pay for prophylactic surgery when:		
		 there is a significant family history of the disease, for example ovarian cancer, which is part of a genetic cancer syndrome, and/or you have positive results from genetic testing (please note that we will not pay for the genetic testing) 		
		The limit shown under Worldwide Medical Insurance will apply for prophylactic surgery for congenital and hereditary conditions other than cancer.		
		Please contact us for prior approval before proceeding with treatment . It may be necessary for us to seek a second opinion as part of our approval process. Benefit will not be paid unless prior approval has been received.		
Reconstructive or remedial surgery		Treatment to restore your appearance after an illness, injury or surgery.		
		We may pay for surgery when the original illness, injury or surgery and the reconstructive surgery take place during your current continuous membership.		
		Please contact us for prior approval before proceeding with treatment . It may be necessary for us to seek a second opinion as part of our approval process. Benefit will not be paid unless prior approval has been received.		
Sexual problems/gender issues		 sexual problems, such as impotence, whatever the cause, or sex changes or gender reassignments 		
Sleep disorders		 insomnia snoring sleep-related disorders including sleep apnoea, or 		
		 participation in sleep studies beyond the initial study 		
		We may pay for treatment of sleep apnoea when your specialist believes this to be life-threatening. We will only pay for:		
		 an initial sleep study surgery, if medically appropriate, and equipment hire, such as a Continuous Positive Airway Pressure (CPAP) machine (only if you have bought the Worldwide Medicines and Equipment option) 		
		Please contact us for prior approval before proceeding with treatment . It may be necessary for us to seek a second opinion as part of our approval process. Benefit will not be paid unless prior approval has been received.		
Stem cells		We do not pay for the harvesting or storage of stem cells. For example ovum, cord blood or sperm storage.		
Surrogate parenting	Please also see maternity cover in the table of benefits.	Treatment directly related to surrogacy. This applies: O to you if you act as a surrogate, and O to anyone else acting as a surrogate for you		
		Temporomandibular joint (TMJ) disorders		

Exclusion	Notes	Rules				
Travel costs for treatment		Any travel costs related to receiving treatment .				
		Examples:				
		 we do not pay for taxis or other travel expenses for you to visit a medical practitioner we do not pay for travel time or the cost of any transport expenses charged by a medical practitioner to visit you 				
		Exceptions:				
		 Road Ambulance cover Air Ambulance cover you have bought Worldwide Evacuation cover and your travel meets the qualifying conditions of that cover 				
Unrecognised medical practitioner, hospital or healthcare facility		 Treatment provided by a medical practitioner, hospital or healthcare facility which are not recognised by the relevant authorities in the country where the treatment takes place as having specialist knowledge, or expertise in, t treatment of the disease, illness or injury being treated. Self treatment or treatment provided by anyone with the same residence, Family Members (persons of a family, related to you by blood or by law or otherwise). A full list of the family relationships falling within this definition are available on request. Treatment provided by a medical practitioner, hospital or healthcare facility which are to whom we have set written notice that we no longer recognise them for the purposes of our health plans. You can contact us by telephon for details of treatment providers we have sent written notice to or visit Facilities Finder at bupaglobal.com/en/facilit finder 				
U.S. treatment		If you have not bought cover for the U.S., then we will not pay for treatment or services, received in the U.S.				
		If you have bought cover for the U.S., we will not pay for treatment or services, received there:				
		 when arrangements were not pre-authorised by our agents in the U.S. where required (see 'Pre-authorisation – Treatment in the U.S.' section of this membership guide); or when we know or have reasonable grounds to conclude, that you purchased cover for and travelled to the U.S. for the purpose of receiving treatment or services for a condition, including pregnancy when the symptoms of the condition were apparent to you before buying the cover. This applies whether or not your treatment or services were the main or sole purpose of your visit and even if the treatment or services were pre-authorised. 				
		Our Service Partner in the U.S. operates a national network of hospitals, clinics and medical practitioners. This is the U.S. provider network. You must contact our dedicated team before you have treatment, and they can help to find a suitable network provider for you.				
		For eligible treatment that takes place in the U.S. using the U.S. provider network , benefit is paid at 100 percent, once any co- insurance or deductible amount which may apply, and which you are responsible to pay, has been deducted from the claimed amount. When eligible treatment takes place in the U.S. but outside the provider network , benefit is paid at Reasonable and Customary costs. Please see the " Our approach to costs" section of this membership guide.				
		Please note: If you have chosen to include cover for pre-existing conditions , this is not extended to treatment received in the U.S., even when you have bought cover for treatment in the U.S. Therefore, you will see a specific exclusion on your membership certificate for the costs of treatment in the U.S. for these pre-existing conditions .				
Genetic testing		Genetic tests, when such tests are solely performed to determine whether or not you may be genetically likely to develop a medical condition.				
		Example: we do not pay for tests used to determine whether you may develop Alzheimer's disease, when that disease is not present.				

Deductibles

Deductibles are the contributions **you** make towards the cost of **your treatment**.

If **you** chose to have a **deductible** on **your** Worldwide Medical Insurance cover, additional **deductibles** will also apply if **you** opted for Worldwide Medical Plus or Worldwide Medicines and Equipment (**deductibles** do not apply to Worldwide Wellbeing or Worldwide Evacuation).

The amounts below explains the value of the **deductible** which applies to each option. **You'll** find details of **your deductibles** on **your** membership certificate.

Worldwide Medical Insurance

- GBP £ 250, 500, 1,000, 2,000, 5,000
- EUR € 300, 625, 1,250, 2,500, 6,250
- USD \$ 425, 850, 1,700, 3,400, 8,500

Option: Worldwide Medical Plus

- O GBP £ 100
- EUR € 125
- O USD \$ 170

Option: Worldwide Medicines and Equipment

- GBP £ 50
- EUR € 60
- USD \$ 80

How do deductibles work?

A **deductible** is the amount **you** must pay towards covered expenses before **we** will start paying for **your treatment**.

It's important that **you** send all **your** claims to **us**, even if the value of **your** claim is less than the **deductible**. **We** won't make any payment, but the claim will count towards **your deductible**.

Deductibles apply separately for **treatment you** have under each of the options. For example, if **you** have Worldwide Medical Insurance with a £500 **deductible** and have chosen Worldwide Medical Plus, the **deductible** for each would be applied as

follows:

- You have treatment in hospital for a broken leg, which costs £1,000
- Deductible applied is £500 from Worldwide Medical Insurance (as this covers hospital treatments)
- $\circ~$ Amount paid by \boldsymbol{us} is £500
- You have physiotherapy for your broken leg (usually paid from your Worldwide Medical Plus option), which costs £300
- **Deductible** applied is £100 from Worldwide Medical Plus
- $\circ~$ Amount paid by \boldsymbol{us} is £200

If **your** claim is for an amount higher than the value of **your deductible** or remaining **deductible**, **we** will pay for covered expenses after the **deductible** has been met in full.

Once **your deductible** has been reached, all covered expenses will be paid in line with **your** benefit limits.

Please remember:

- the **deductibles** apply separately for each person included on **your** membership
- the deductibles apply each membership year. If you have treatment which continues over your anniversary, the deductible will be payable separately for treatment received both before and after your anniversary
- the **deductible** for Worldwide Medical Insurance and each option is counted separately
- you must have a valid direct debit agreement or credit card authority with us, so we can collect your deductible
- **you** are responsible for paying the **deductible** in all circumstances

How will claims be paid? If we are paying you:

 payment will be less the amount of the deductible If we are paying your treatment provider:

- payment for covered treatment and within any limits will be made in full
- any **deductible** due will be collected from you using your direct debit agreement or credit card authority

We will always send you a claims statement showing how much has been counted towards your deductible and how much has been paid.

Your deductible invoice will show the amount we will collect from your account.

Changing your deductible

You can request a change to your deductible on your anniversary each year. This request could be to add or remove a deductible, or to increase or decrease an existing deductible. If you wish to remove or reduce your deductible, we will ask you to complete a medical history questionnaire. This means that we may apply new special restrictions or exclusions, which are personal to you.

If **you** add or increase a **deductible your** subscriptions will be lower. If **you** remove or reduce a **deductible your** subscriptions will be higher.

Important Information Your membership

Your plan is an annual contract that will begin on the 'Period of cover from' date on **your** membership certificate. **Your anniversary** falls on this date in each following year of **your** membership. **Your** membership will continue automatically each year, regardless of **your** age or current state of health.

Please read 'What happens on my **anniversary**?' section.

Our legal agreement

You (the **main member**) have formed an agreement with **your insurer** about **your** cover on Worldwide Health Options. Only **you** and **your insurer** have legal rights under this agreement. This means that only **you** and no-one else may enforce the terms of this agreement.

You, or anyone else who is covered under **your** membership, have complete access to **our** complaints and dispute resolution process.

Please read 'Making a complaint' section.

What forms my membership?

 $\ensuremath{\textbf{Your}}$ membership with $\ensuremath{\textbf{us}}$ consists of:

- your application, whether you have sent in a form or applied by telephone or online and any declarations that you made during your enrolment for you and other members included in your membership
- **your** rules and benefits in the Membership Guide within **your** membership pack
- **your** membership certificate, which shows full details of **your insurer**

What happens if I move?

You must always let us know when you change your address, so that we can keep in touch and get important documents to you.

If **you** move to another country, **you** must let **us** know straight away. **Your** new country may have different regulations about health insurance. **You**, the principal member, need to tell **us** of any change so that **we** can make sure that **you** have the right cover.

Specified country of residence

If you move to a new country or change your specified country of nationality you, the main member, must tell us straight away if your country of residence or your specified country of nationality changes. We may need to end your membership if the change results in a breach of regulations governing the provision of healthcare cover to local nationals, residents or citizens. The details of regulations vary from country to country and may change at any time.

In some countries **we** have local partners who are licensed to provide insurance cover but which are administered by **Bupa Global**. This means that customers experience the same quality **Bupa Global** service.

If your specified country of residence changes to a country where we have a local partner, in most cases you will be able to transfer to our partner's insurance policy without further medical underwriting. You may also be entitled to retain your continuity of **Bupa Global** membership; which means that for those benefits which aren't covered until you have been a member for a certain period, the time you were a member with us will count towards that. Please note that if you request a transfer to a local partner, we will have to share your personal information and medical history with the local partner.

If you change your specified country of residence or your specified country of nationality, please call the **Bupa Global** customer services helpline so we can confirm if your membership is affected, and, if so, whether we can offer you a transfer service.

Please read 'How are my subscriptions calculated?' section.

Without limitation to the foregoing, **we** will not be able to renew **your** membership at **your** next **anniversary** date if **you** become a permanent resident of the U.S., and, if any **additional people** covered under **your** membership become a resident of the U.S., **we** will not be able to renew their cover under the membership at the next **anniversary** date. 'Permanent resident' shall mean a person residing in the U.S. who is a citizen of or who is permitted under applicable laws to live and work, on a permanent basis, in the U.S., and 'U.S.' shall include the Commonwealth of Puerto Rico for this purpose. When does my membership begin? Your membership begins on the 'Period of cover from' date on the first membership certificate we send. Your anniversary falls on this date each year.

If **you** include any **additional people**, their membership will begin on the 'Period of cover from' date on the first membership certificate **we** send on which they are listed.

If, for any reason, **you** do not continue **your** membership, any **additional people** included in **your** plan can apply for their own membership.

What happens on my anniversary? Your membership will continue automatically, regardless of your age or state of health.

We will write to you and let you know:

- any changes to the benefits provided
- any changes to **your** membership pack, or
- the subscriptions and other charges payable

Any new changes will come into effect after **your anniversary** only.

In some circumstances, **we** may decide to end the plan **you** are a member of. This is a rare event, but if it does happen **we** will do **our** best to make sure **you** are not inconvenienced in any way. **We** will:

- offer you membership of another suitable plan, wherever possible, or
- transfer your membership within one month without any new personal restrictions or exclusions

Ending your membership or removing additional people from cover

You, the main member, can choose to cancel your membership (which would also end the cover for all of your additional people), or remove any additional people from your cover, at any time, by telephoning or emailing us. Cancellation of **your** membership, or the removal of any **additional people** from cover, will take effect 14 days after **you**, the **main member**, notifies **us** of the request by telephone, email or post. **We** will not back-date any requests for termination, or the removal of **additional people** from cover. Claims relating to **treatment** or benefits taking place following the date of cancellation will not be payable.

To help **us** continue to maintain and improve **our** level of service, **we** would appreciate it if **you** could also let **us** know the reason **you** are ending **your** membership or removing any **additional people** from cover.

Please be aware that **your** membership will end automatically in the following circumstances:

- if you do not pay subscriptions or other charges (such as Insurance Premium Tax (IPT) taxes or levies) before, or within 30 days of, the date they are due. If you are having trouble paying your subscriptions please get in touch – we may be able to help, or
- in the event of the death of the main member. In this case, any additional people in your plan can apply to become the main member. If the membership is transferred within one month of the date of death of the original main member and without a break in cover, we will not apply any new personal restrictions or exclusions.

Refunding your subscriptions

Cancellation of your membership or removal of a dependant from cover within the first 28 days

If you, the main member, choose to cancel your membership within 28 days of receiving your first membership certificate for that membership year, and you have not made any claims in respect of that initial 28 day period, we will make a full refund to you, the main member, of all subscriptions paid for that membership year. Where a claim has been made in respect of the initial 28 day period, you, the main member, will be deemed to have affirmed your membership and the cancellation will be treated as a cancellation made during the **membership year** (see below).

If **vou**, the **main member**, choose to cancel the membership of any additional people within 28 days of receiving the first membership certificate for that membership year which names that additional people on the plan, and no claims have been made in respect of any additional **people** for the initial 28 day period, **we** will make a full refund you, the main member, of all subscriptions paid in respect of any additional people for that membership year, Where a claim has been made in respect of the initial 28 day period, you, the main member, will be deemed to have affirmed the **additional people** covered under the plan and the cancellation will be treated as a cancellation during the **membership vear** (see below).

Cancellation of your membership or removal of any additional people from cover during the membership year

If **you**, the **main member**, choose to cancel **your** membership following the initial 28 days of receiving **your** first membership certificate for that **membership year** (or where cancellation is requested within the initial 28 day period and a claim has been made under the membership for that period), **we** will refund the amount of any subscriptions paid to **us** for the period following the date on which the cancellation of membership takes effect (i.e. from the 1st day of the following month from **us** being notified of the request).

If you, the main member, choose to remove any additional people from cover following the initial 28 days of receiving the first membership certificate for that membership year which names additional people on the plan (or where cancellation is requested within the initial 28 day period and a claim has been made under the additional people covered for that period), we will refund the amount of any subscriptions paid to us for the period following the date on which the removal of the additional people takes effect (i.e. from the 1st day of the following month from us being notified of the request). Such pro-rata return of any advance paid subscriptions will be made to the original payment source and method as the subscriptions were paid. We reserve the right to deduct any payment **you** may owe **us** from any refund.

How can I change my plan?

Your membership with us is an annual contract. This means that we can only add or remove options for you on your anniversary (with the exception of U.S. upgrades which can be requested at any time).

If **you** want to add or remove options, please contact **us** before **your anniversary** to discuss **your** choices.

If **you** add options to **your** plan, **your** subscriptions will be higher. If **you** remove options from **your** plan, **your** subscriptions will be lower.

If **you** add new options to **your** cover, **we** will ask **you** to complete a medical history questionnaire. This means that **we** may apply new special restrictions or exclusions on the new options **you** have chosen, which are personal to **you**.

Adding members to your plan

You can apply to include **additional people** on your membership by filling in a Worldwide Health Options form. You can download this easily from MembersWorld at bupaglobal.com/membersworld. Or you can contact us and we will send one to you.

The medical history for all **additional people you** apply to include on **your** membership, including newborn children, will be reviewed by **our** medical underwriters.

This may result in special restrictions or exclusions, which are personal to them and which will be shown on **your** membership certificate, or **we** may decline to offer cover. For newborn children any exclusions or restrictions will be applied from their 91st day of birth if they are eligible for newborn care, or **we** may decline to offer cover after 90 days of birth. For application forms received within 30 days of the birth, the newborn care benefit will be eligible from the date of birth until the 90th day. If the application form is not received within 30 days from the date of birth, the newborn care benefit will be eligible from the date of receipt up until the 90th day.

Newborn children are eligible for newborn care and can be included on **your** membership from their date of birth when:

- at least one parent has been covered on this membership or another **Bupa Global** plan for 10 continuous months or more prior to the child's birth the child is not being enrolled on their own membership, and
- you have completed a newborn application form and we have received it before your child is 30 days old.

If the above criteria is not met, **we** will require a completed newborn application form and medical underwriting will apply as described when adding a dependant. When **we** accept **your** newborn child the cover start will be the date **our** medical team accept **your** application to join

Newborn care is not available in the U.S. if cover for pregnancy has been excluded in the U.S. as shown on **your** certificate of cover.

Newborn care is not available in the U.S. if the child was born in the U.S. as a result of a planned pregnancy when the mother did not purchase full U.S. cover.

Please note: Children joining on their own membership (where they are the **main member**) can only join on or after their 5th birthday.

Please read 'Newborn care' benefits in **your** 'Table of benefits'.

Adding U.S. cover to your plan

You can apply to include coverage in U.S. at any time following your original date of joining. To apply you will need to complete a Worldwide Health Options form which can be downloaded easily from membersworld at bupaglobal.com/ membersworld. Your application will be reviewed by **our** medical underwriters and may result in exclusions or restrictions specific to coverage in the U.S.

Please note that **your** subscriptions will be higher or lower from the effective date of adding or removing cover for the U.S.

New membership certificates

We will send you a new membership certificate to record any changes made on your plan, such as a change of address or the addition of another person.

Your new membership certificate will replace any earlier ones **you** have received with effect from the 'Certificate issue date', so please discard the previous one.

How are my subscriptions calculated?

Your subscriptions are calculated according to the country in which you inform us you reside and are based on a number of rating factors such as your age, cover (including whether you elect U.S. coverage), level of benefits selected, level of **deductible** and any underwriting loading.

Additionally, countries are grouped into zones according to a number of different factors, including the costs and frequency of **treatment** in those countries.

Any decision to vary premiums for a zone is applied to all members in the zone. On renewal **you** would therefore receive the price impact which applies across the zone to members with **your** rating factors.

How do I pay subscriptions and other charges?

The subscriptions for **your** membership must be paid by the 'Due date' shown on the invoice. All subscriptions are payable in advance. **Your** invoice will also show **you**:

- the amount **you** need to pay
- the method **you** have chosen to pay by (direct debit, credit card, etc)
- the currency you have chosen to pay in, and

 how often **you** need to make a payment (monthly, quarterly or yearly)

Countries of residence are grouped into various zones for pricing. The total amount **you** have to pay on **your** invoice is inclusive of any taxes (such as Insurance Premium Tax), charges or levies, applicable within **your** pricing zone.

Please pay **your** subscriptions directly to **your insurer**. If **you** pay **your** subscriptions to anyone else, such as an intermediary or insurance broker, then that person is acting on **your** behalf as **your** agent. **Your insurer** will not be responsible for any subscriptions paid to a third party. Subscription payments may be collected by Bupa Insurance Services Limited. In the event that Bupa Insurance Services Limited receives or holds any subscription payment, it does so as agent for and on behalf of **your insurer**. Bupa Insurance Services Limited may also pay certain claims or refunds as agent for and on behalf of **your insurer**. The amount and method of payment is shown in **your** membership certificate.

What happens if I don't pay?

If **you** do not pay subscriptions and other charges when they are due, **your** membership may be suspended. **We** may also suspend **your** membership if **you** do not pay in full any relevant contribution for a claim **we** have paid direct to **your treatment** provider.

Claims submitted while **your** membership is suspended will not be paid. Once **you** have paid **your** subscriptions and **your** membership suspension has ended, **we** will be happy to consider **your** claim.

Will the amount I pay change?

It is likely that the amount **we** charge **you** at **your anniversary** will change. Some of the factors which might affect this include the rising cost of medical **treatments**, which **we** aim to control through negotiating cost control measures with **hospitals** and clinics. Additionally, the ages of everyone on **your** membership, **your** resident country and changes to **your** cover such as adding, changing or removing options or **deductibles** may also influence **your** subscription. Prices charged may change in response to changes in taxes, charges or levies applicable within the pricing zone based on the country where **you** live. Similarly, prices may change if any new tax, charge or levy is introduced. These changes may occur at any time in response to these events.

Bank charges

You are responsible for any administration charges that **your** bank may make for the payment of **your** subscriptions.

Making a complaint

We are always pleased to hear about any aspect of your membership that you have particularly appreciated, or that you have had problems with. If something does go wrong, we have a simple procedure to ensure your concerns are dealt with as quickly and effectively as possible.

If **you** have any comments or complaints, **you** can call the **Bupa Global** customer helpline on +44 (0) 1273 323 563, 24 hours a day, 365 days a year. Alternatively **you** can email **us** at: bupaglobal.com/membersworld, or write to **us** at:

Bupa Global

Victory House Trafalgar Place Brighton BN1 4FY **United Kingdom**

Easier to read information

We want to make sure that members with special needs are not excluded in any way. We also offer a choice of Braille, large print or audio for **our** letters and literature. Please let **us** know which **you** would prefer.

Taking it further

If **we** can't settle **your** complaint **you** may be able to refer **your** complaint to the Financial Services and Pensions Ombudsman.

You can:

 write to them at Lincoln House, Lincoln Place, Dublin 2 • call them on +353 1 567 7000

 $\circ~$ find details at their website www.fspo.ie

Please let **us** know if **you** want a full copy of **our** complaints procedure. (None of these procedures affect **your** legal rights.)

Confidentiality

The confidentiality of personal health information is of paramount concern to the companies in the Bupa group. To this end, Bupa fully complies with applicable data protection legislation and medical confidentiality guidelines. Bupa sometimes uses third parties to process data on **our** behalf. Such processing, which may be undertaken outside the EEA (European Economic Area), is subject to contractual restrictions with regard to confidentiality and security obligations in addition to the minimum requirements imposed by data protection legislation.

Personal data collected about **you** may be used by Bupa to process **your** claims, administer **your** membership, make suggestions about clinically appropriate **treatment**, for research and analytics, in the course of undertaking audits, and to detect and prevent fraud. For further information, please see the **Bupa Global** Privacy Policy at www.bupaglobal.com/privacypolicy.

Please note that **we** may share any dependant's information with the **main member** (being the person named as the main applicant on the application for the membership), including in relation to **treatment** and services received, claims paid, the amount of any **deductible** used and, if relevant, any medical history which impacts on the provision of the membership.

In accordance with data protection law, if **you** would like a copy of **your** personal information or **you** would like to update **your** personal information, or if **you** have any other data processing queries please call the **Bupa Global** service team on +44 (0)1273 718 379. Alternatively **you** can email or write to the team via service.uk@bupaglobal.com; or **Bupa Global**, Victory House, Trafalgar Place, Brighton BN1 4FY, **United Kingdom**.

Useful notes and legal information

Other parties

No other party is allowed to make or confirm any changes to **your** membership on **our** behalf, or decide not to enforce any of **our** rights. No change to **your** membership will be valid unless it is confirmed in writing, which may be by letter, email or webchat. Any confirmation of **your** cover will only be valid if it is confirmed in writing by **your insurer**, as above.

Correspondence

Letters between **us** must be sent by post and with the postage paid. **We** do not return original documents, with the exception of official documents such as birth or death certificates. However, if **you** ask **us** at the time **you** send any original documents to **us**, such as invoices, **we** can provide copies.

Applicable law

Your membership is governed by Irish law. Any dispute that cannot otherwise be resolved will be dealt with by courts in Ireland.

If any dispute arises as to the interpretation of this document, then the English version of this document shall be deemed to be conclusive and taking precedence over any other language version of this document. **You** can obtain a copy at any time by contacting **our** customer helpline on +44 (0) 1273 323 563.

Sanction clause

We will not provide cover and we shall not be liable to pay any claim or provide any benefit under this Policy to the extent that such cover, payment of a claim(s) or benefits would:

- cause us to breach any United Nations resolutions or the trade or economic sanctions, laws or regulations of any jurisdiction to which we are subject (which may include without limitation those of the European Union, United Kingdom and/or United States of America).
- expose us to the risk of being sanctioned by any relevant authority or competent body; and/ or

 expose us to the risk of being involved in conduct (either directly or indirectly) which any relevant authority or competent body would consider to be prohibited.

Where any resolutions, sanctions, laws or regulations referred to in this clause are, or become, applicable to this Policy, **we** reserve all of **our** rights to take all and any such actions as may be deemed necessary in **our** absolute discretion, to ensure that **we** continue to be compliant. **You** acknowledge that this may restrict or delay **our** obligations under this Policy and **we** may not be able to pay any claim(s) in the event of a sanctionsrelated concern.

Fraud prevention and detection We have the right, where appropriate, to check your details with fraud prevention agencies, other insurers and other relevant third parties for the purpose of preventing and detecting false information or fraudulent activity. If you give us false or inaccurate information and we suspect fraud, we may record this with a fraud prevention agency. We and other organisations may also use and search these records to:

- help make decisions about benefit and benefit related services for you and members of your plan
- help make decisions on other insurance proposals and claims for you and members of your plan/group
- trace debtors, recover debt, prevent fraud and to manage **your** insurance plans
- $\circ~$ establish your identity
- undertake credit searches and additional fraud searches

Fraudulent Claims

You and any dependant (or anyone acting on behalf of **you** or any dependant) must not:

- make a fraudulent or exaggerated claim under this plan;
- send us fake or forged documents or other false evidence, or make a false statement in support of a claim;

- provide us with information which you or any dependant knows would otherwise enable us to refuse to pay a claim under this plan; and/or
- refuse to cooperate or fail to provide information / documentation reasonably requested by us to validate your claim(s), whether pending or paid (including but not limited to proof of payment, medical reports and original invoices).

Failure to comply with the above will give **us** the right to:

- refuse to pay the whole of the claim and any other claim(s) submitted since the date of that claim;
- recover any payments we have already made in respect of the claim and/or other claims submitted since that claim(s); and/or
- notify you that this plan (or if the fraudulent claim is made by or on behalf of a particular dependant, the cover under this plan for that particular dependant) has terminated from the date the claim(s) was submitted, and we will not refund the premium.

Provision of accurate and complete information

You and any dependant must take reasonable care to make sure that all information provided to **us** is accurate and complete, at the time **you** take out this membership, and at each renewal and variation of this membership. **You** and any dependant must also tell **us** if any of the answers to the questions in the application form change prior to this membership starting. Otherwise, the following apply with effect from the date the membership was taken out, renewed or varied (depending on when **we** were provided with inaccurate or incomplete information).

A. **We** may treat this membership as if it had not existed if **you** deliberately or recklessly give **us** inaccurate or incomplete information.

B. Where **you** negligently or carelessly give **us** inaccurate or incomplete information, or where A. applies but **we** choose not to rely on **our** rights under A, **we** may treat the membership and any claims in a way which reflects what **we** would have done if **we** had been provided with accurate and complete information, as follows:

- if we would have refused to cover you at all, we may treat this membership as if it had not existed;
- if we would have provided you with cover on different terms, then we may apply those different terms to this membership. This means a claim will only be paid if it is covered by and/ or if you have complied with such different terms - for example your membership may contain new personal restrictions or exclusions; and/or
- if we would have charged you a higher premium, we may reduce the amount payable on any claim by comparing the additional premium to the original premium. For example, we will only pay half of a claim, if we would have charged double the premium.

Where it is a dependant (or **you** on their behalf) who has provided incomplete or inaccurate information, the same rules apply but only to that part of the membership which applies to the dependant, or to claims made by that dependant.

The same rules apply if someone else provides **us** with information on **your** behalf or any dependant's behalf.

Privacy Notice

We are committed to protecting your privacy when dealing with your personal information. This privacy notice provides details about the information we collect about you, how we use it and how we protect it. It also provides information about your rights (see section 13 'your rights').

If **you** have any questions about how **we** handle **your** information, please contact the **Bupa Global** service team on +44 (0)1273 323 563. Alternatively **you** can email or write to the team via info@bupaintl.com or **Bupa Global**, Victory House, Trafalgar Place, Brighton BN1 4FY, **United Kingdom**.

Last updated: November 2018

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1. Information about us

Summary: In this privacy notice, 'we', 'us' and ' our' means the Bupa companies trading as **Bupa** Global.

More information: Depending on which of our products and services **you** ask **us** about, buy or use, different companies within **our** organisation will process **your** information and make decisions about how **your** information is handled.

Bupa Global is a trading name of **Bupa Global** Designated Activity Company, Bupa Denmark, filial af **Bupa Global**, Ireland, Bupa Insurance Services Limited and Bupa Denmark Services A/S.

In relation to international private medical insurance:

Bupa Global Designated Activity Company is a designated activity company limited by shares registered in Ireland under company number 623889 and having its registered office at Second Floor, 10 Pembroke Place, Ballsbridge, Dublin 4, D04 V1W6, and is regulated by the Central Bank of Ireland.

Bupa Insurance Services Limited is registered in England and Wales at Companies House under number 3829851. The registered office is 1 Angel Court, London, EC2R 7HJ, and is authorised and regulated by the Financial Conduct Authority (regulation number 312526).

Bupa Denmark Services A/S, 8 Palaegade, DK-1261 Copenhagen K, Denmark, Company No. 32451780 is an agent for **Bupa Global** Designated Activity Company.

In relation to Travel:

Bupa Denmark, filial af **Bupa Global** DAC, Ireland is a Danish branch of **Bupa Global** Designated Activity Company, having its registered address at Palaegade 8 DK-1261 Copenhagen K Denmark, and is regulated by the Central Bank of Ireland and subject to limited regulation by the Danish Financial Services Authority (Finanstilsynet).

Bupa Denmark Services A/S, 8 Palaegade, DK-1261 Copenhagen K, Denmark, Company No. 32451780 is an agent for **Bupa Global** Designated Activity Company.

2. Scope of our privacy notice

Summary: This privacy notice applies to anyone who interacts with us about our products and services ('you', 'your'), in any way (for example, by email, through our website, by phone, through our app). We will give you further privacy information if necessary for specific contact methods or in relation to specific products or services.

More information: This privacy notice applies to you if you ask us about, buy or use our products and services. It describes how we handle your information, regardless of the way you contact us (for example, by email, through our website, by phone, through our app and so on). We will provide you with further information or notices if necessary, depending on the way we interact with each other, for example if you use our apps we may give you privacy notices which apply just to a particular type of information which we collected through that app.

If **you** have any questions about this, please contact **us** at info@bupa-intl.com.

3. How we collect personal information

Summary: We collect personal information from **you** and from third parties (anyone acting on **your** behalf, for example, brokers, health-care providers and so on).

Where you provide us with information about other people, you must make sure that they have seen a copy of this privacy notice and are comfortable with you giving us their information.

More information: We collect personal information from **you**:

through your contact with us, including by phone (we may record or monitor phone calls to make sure we are keeping to legal rules, codes of practice and internal policies, and for quality assurance purposes), by email, through our websites, through our apps, by post, by filling in application or other forms, by entering competitions, through social media or face-to-face (for example, in medical consultations, diagnosis and treatment).

We also collect information from other people and organisations.

For all our customers, we may collect information from:

- **your** parent or guardian, if **you** are under 18 years old;
- a family member, or someone else acting on your behalf;
- doctors, other clinicians and health-care professionals, hospitals, clinics and other health-care providers;
- any service providers who work with us in relation to your product or service, if we don't provide it to you direct, such as providing you with apps, medical treatment, dental treatment or health assessments;
- organisations, such as CACI or Binleys, who carry out customer-satisfaction surveys or market research on **our** behalf, or who provide **us** with statistics and other information (for example, about **your** interests, purchases and

type of household) to help **us** to improve **our** products and services;

- fraud-detection and credit-reference agencies; and
- sources which are available to the public, such as the edited electoral register or social media.

If we provide you with insurance products and services, we may collect information from:

- the **main member**, if **you** are a dependant under a family insurance policy;
- your employer, if you are covered by an insurance policy your employer has taken out;
- brokers and other agents (this may be your broker if you have one, or your employer's broker if they have one); and
- other third parties we work with, such as agents working on our behalf, other insurers and reinsurers, actuaries, auditors, solicitors, translators and interpreters, tax advisers, debtcollection agencies, credit-reference agencies, fraud-detection agencies (including healthinsurance counter-fraud groups), regulators, data protection supervisory authorities, healthcare professionals, other health-care providers and medical-assistance providers.

4. Categories of personal information

Summary: We process three categories of personal information about **you** and (where this applies) **your** dependants:

- standard personal information (for example, information we use to contact you, identify you or manage our relationship with you); and
- special categories of information (for example, health information, information about your race, ethnic origin and religion that allows us to tailor your care) and
- information related to criminal offences and convictions information (e.g. information about crime in connection with checks against fraud or anti-money-laundering registers).

More information:

Standard personal information includes:

- contact information, such as your name, username, address, email address and phone numbers;
- the country you live in, your age, your date of birth and national identifiers (such as your National Insurance number or passport number);
- information about **your** employment;
- details of any contact we have had with you, such as any complaints or incidents;
- financial details, such as details about your payments and your bank details;
- the results of any credit or any anti-fraud checks we have made on you;
- information about how you use our products and services, such as insurance claims; and
- information about how you use our website, apps or other technology, including IP addresses or other device information (please see our Cookies Policy available at https://www.bupaglobal.com/en/legal/cookies for more details).

Special category information includes:

- information about your physical or mental health, including genetic information or biometric information (we may get this information from application forms you have filled in, from notes and reports about your health and any treatment and care you have received or need, or it may be recorded in details of contact we have had with you such as information about complaints or incidents, and referrals from your existing insurance provider, quotes and records of medical services you have received);
- information about your race, ethnic origin and religion (we may get this information from your medical or care-home preferences to allow us to provide care that is tailored to your needs); and information about any criminal convictions and offences (we may get this information when carrying out anti-fraud or anti-money-laundering checks, or other background screening activity).

5. What we use your personal information for

Summary: We process your personal information for the purposes set out in this privacy notice. We have also set out some legal reasons why we may process your personal information (these depend on what category of personal information we are processing). We normally process standard personal information if this is necessary to provide the services set out in a contract, it is in our or a third party's legitimate interests or it is required or allowed by any law that applies. Please see below for more information about this and the reasons why we may need to process special category information.

More information: By law, we must have a lawful reason for processing **your** personal information. We process standard personal information about **you** if this is:

- necessary to provide the services set out in a contract – if we have a contract with you, we will process your personal information in order to fulfil that contract (that is, to provide you and your dependants with our products and services);
- in our or a third party's legitimate interests details of those legitimate interests are set out in more detail in section 6 'legitimate interests' below.
- $\circ\;$ required or allowed by law.

We process special category information about **you** because:

- it is necessary for the purposes of preventive or occupational medicine, to assess whether you are able to work, medical diagnosis, to provide health or social care or treatment, or to manage health-care or social-care systems (including to monitor whether we are meeting expectations relating to our clinical and non-clinical performance);
- it is necessary for an insurance purpose (for example, advising on, arranging, providing or managing an insurance contract, dealing with a claim made under an insurance contract, or relating to rights and responsibilities arising in connection with an insurance contract or law);

- it is necessary to establish, make or defend legal claims (for example, claims against **us** for insurance);
- it is necessary for the purposes of preventing or detecting an unlawful act in circumstances where we must carry out checks without your permission so as not to affect the outcome of those checks (for example, anti-fraud and antimoney-laundering checks or to check other unlawful behaviour, or carry out investigations with other insurers and third parties for the purpose of detecting fraud);
- it is necessary for a purpose designed to protect the public against dishonesty, malpractice or other seriously improper behaviour (for example, investigations in response to a safeguarding concern, a member's complaint or a regulator (such as the Care Quality Commission or the General Medical Council) telling **us** about an issue);
- it is in the public interest, in line with any laws that apply;
- $\circ~$ it is information that you have made public; or
- we have your permission. As is best practice, we will only ask you for permission to process **your** personal information if there is no other legal reason to process it. If we need to ask for your permission, we will make it clear that this is what we are asking for, and ask you to confirm your choice to give us that permission. If we cannot provide a product or service without **your** permission (for example, we can't manage and run a health trust without health information), we will make this clear when we ask for your permission. If you later withdraw **your** permission, **we** will no longer be able to provide **you** with a product or service that relies on having your permission.

Criminal offences and convictions information:

Where Irish data protection law applies, **we** will only process personal data relating to criminal convictions or involvement in criminal proceedings where permitted in specific circumstances including where (1) necessary for the purposes of legal advice or in connection with legal proceedings or in connection with the exercise, defence or establishment of legal claims or legal rights; (2) necessary to prevent injury or property damage or the vital interests of a person; (3) permitted in regulations; (4) **you** have given explicit consent to the processing of **your** personal data for these purposes – which **you** may withdraw at any time; and (5) the processing of **your** personal data is necessary and proportionate to perform a contract or enter into a contract with **you**.

6. Legitimate interests

Summary: We process your personal information for a number of legitimate interests, including managing all aspects of **our** relationship with you, for marketing, to help **us** improve **our** services and products, and in order to exercise **our** rights or handle claims. More detailed information about **our** legitimate interests is set out below.

More information: Legitimate interest is one of the legal reasons why we may process your personal information. Taking into account your interests, rights and freedoms, legitimate interests which allow us to process your personal information include:

- to manage our relationship with you, our business and third parties who provide products or services for us (for example, to check that you have received a service that you're covered for, to validate invoices and so on);
- to provide health-care services on behalf of a third party (for example, **your** employer);
- to make sure that claims are handled efficiently and to investigate complaints (for example, we may ask your treatment provider for information to make sure we receive accurate information and to monitor the quality of your treatment and care);
- to keep **our** records up to date and to provide **you** with marketing as allowed by law;
- to develop and carry out marketing activities and to show you information that is of interest to you, based on our understanding of your preferences (we combine information you give us with information we receive about you from third parties to help us understand you better);

- for statistical research and analysis so that we can monitor and improve products, services, websites and apps, or develop new ones;
- to contact you about market research we are carrying out;
- to monitor how well we are meeting our clinical and non-clinical performance expectations in the case of health-care providers;
- to enforce or apply our website terms of use, our policy terms and conditions or other contracts, or to protect our (or our customers' or other people's) rights, property or safety;
- to exercise **our** rights, to defend ourselves from claims and to keep to laws and regulations that apply to **us** and the third parties **we** work with; and
- to take part in, or be the subject of, any sale, purchase, merger or takeover of all or part of the Bupa business.

7. Marketing and preferences

We may use **your** personal information to send **you** marketing by post, by phone, through social media, by email and by text.

We can only use **your** personal information to send **you** marketing material if **we** have **your** permission or a legitimate interest as described above.

If **you** don't want to receive emails from **us**, **you** can click on the 'unsubscribe' link that appears in all emails **we** send. If **you** don't want to receive texts from **us you** can tell **us** by contacting **us** at any time. Otherwise, **you** can always contact **us** to update **your** contact preferences. See section 14 'data protection contacts' for details of how to contact **us**.

You have the right to object to direct marketing and profiling (the automated processing of your information to help us evaluate certain things about you, for example, your personal preferences and your interests) relating to direct marketing. Please see section 13 'your rights' below for more details.

and automated decision-making Summary: Like many businesses

8. Processing for profiling

Summary: Like many businesses, we sometimes use automation to provide you with a quicker, better, more consistent and fair service, and marketing information we think will be of interest to you (including discounts on our products and services). This will involve evaluating information about you and, in some cases, using technology to provide you with automatic responses or decisions (automated decisions). Please see 'more information' below for further details.

You have the right to object to direct marketing and profiling relating to direct marketing (see section 13 'your rights' for more information). You may also have the right to object to other types of profiling and automated decision-making set out below. In these cases, you have the right to ask us to make sure that one of our advisers reviews an automated decision, to let us know how you feel about it and to ask us to reconsider the decision. You can contact us to exercise these rights. See section 14 'data protection contacts' for full contact details.

More information: By law, we must tell you about:

- automated decision-making (making a decision using technology, without any person being involved); and
- profiling (automated processing of your information to help us evaluate certain things about you, for example, your personal preferences and your interests).

This is because **you** have certain rights relating to both automated decision-making and profiling. **You** have the right to object to profiling relating to direct marketing. If **you** do this, **we** will no longer carry out profiling for direct marketing purposes. **You** also have the right to object to profiling in other circumstances set out below. When **we** make decisions using only automated processing which produce legal effects which concern **you** or which have a significant effect on **you**, **we** will let **you** know. **You** then have 21 days to ask **us** to reconsider **our** decision or to make a new decision that is not based only on automated processing. If **we** receive a request from **you**, within 21 days of receiving **your** request, **we** will:

- consider the request, including any information you have provided that is relevant to it;
- meet your request; and
- let you know in writing what we have done to meet your request, and the outcome.

You can contact **us** (see section 14 'data protection contacts' for details) to ask about these rights (see section 13 '**your** rights' for more details).

Profiling and automated decision-making

The processes set out below involve both profiling and automated decision-making.

- Depending on the type of health-insurance product that you want to benefit from, to help us decide what level of cover we can offer you, we will ask you to provide information about your medical history. We may use software to review this information to find out whether you have any previous or existing health conditions which we cannot cover you for and which will be excluded from your policy.
- We may use software to help us calculate the price of products and services based on what we know about you and other customers. For example, our technology may analyse information about your claims history and compare it with the information we hold about previous claims to evaluate how likely you are to need to make a claim. We may also evaluate your age, where you live and other details relating to your health (such as existing health conditions and whether you smoke) to calculate prices for community-rated products which are based on predefined groups with similar risk profiles.

Profiling

The processes set out below involve profiling.

- In order to improve outcomes and be more efficient, and allow us to offer advice about different treatment paths (for example, alternatives to surgery or other invasive treatments), we may use software to evaluate medical history and information about the general population in an area to identify customers who are likely to need that advice most.
- When your policy is due for renewal, our software tells us this and may also evaluate your payment and claims history, information about the general information in a particular area, and other information from third parties to automatically provide you with information about what incentives we can offer you and the marketing messages you will receive.
- We ask other organisations to carry out some of our consumer and market analysis to improve our marketing processes. This involves sharing personal information relating to our customers with third parties who specialise in profiling and segmenting people (putting people into groups of different types of customer, based on different kinds of information collected about them, to help us to better target our products to them). These companies match the information we give them with information they get from other sources to improve the accuracy of their analysis. We use the results of this analysis to help us target marketing and offers.
- We may use information about the products you have bought, and information about what other customers who have bought the same products you have bought, to make sure we send you information about the products you are most likely to be interested in.
- We may share your personal information (including your name, date of birth, sex and the country you live in) with third-party companies, such as FINSCAN, who we use to carry out anti-fraud checks. We will review any matches from this process. (We will not use automated decision-making for this).

9. Sharing your information

Summary: We share your information within the Bupa Group, with relevant policyholders (including your employer if you are covered under a group scheme), with funders arranging services on your behalf, with people acting on your behalf (for example, brokers and other agents) and with others who help us provide services to you (for example, health-care providers and medical-assistance providers) or who we need information from to allow us to handle or confirm claims or entitlements (for example, professional associations). We also share your information in line with the law.

More information: We sometimes need to share **your** information with other people or organisations for the purposes set out in this privacy notice.

For all our customers, we share your information with:

- other members of the Bupa Group;
- other organisations you belong to, or are professionally associated with, in order to confirm your entitlement to claim discounts on our products and services;
- doctors, clinicians and other health-care professionals, hospitals, clinics and other health-care providers;
- suppliers who help deliver products or services on **our** behalf;
- people or organisations we have to, or are allowed to, share your personal information with by law (for example, for fraud-prevention or safeguarding purposes, including with the Care Quality Commission in the UK and the Health Information and Quality Authority in Ireland);
- the police and other law-enforcement agencies to help them perform their duties, or with others if we have to do this by law or under a court order;
- if we (or any member of the Bupa group) sell or buy any business or assets, the potential buyer or seller of that business or those assets; and
- a third party who takes over any or all of the Bupa Group's assets (in which case personal information we hold about our customers or visitors to the website may be one of the assets

If we provide insurance or manage a healthcare trust, we share your information with:

- the policyholder or their agent if you are not the main member under an individual policy (we will send them all membership documents and confirmation of how we have dealt with a claim, and all people who are insured on the policy may have access to correspondence and other information we provide through our online portal);
- your employer (or their broker or agent) for product or service administration purposes if you are a member or beneficiary under your employer's group scheme;
- **your** broker or agent (or both);
- other third parties we work with to provide
 our products and services, such as agents
 working on our behalf, other insurers and
 reinsurers, actuaries, auditors, solicitors,
 translators and interpreters, tax advisers, debt-collection agencies, credit-reference agencies,
 fraud-detection agencies (including health-insurance counter-fraud groups), regulators,
 data protection supervisory authorities, health-care professionals, health-care providers and
 medical-assistance providers; and
- organisations who provide your treatment and other benefits, including travel-assistance services.

If **we** share **your** personal information, **we** will make sure appropriate protection is in place to protect **your** personal information in line with data protection laws.

10. Anonymised and combined information

We support ethically approved clinical research. We may use anonymised information (with all names and other identifying information removed) or information that is combined with other people's information, or reveal it to others, for research or statistical purposes. You cannot be identified from this information and we will only share the information in line with legal agreements which set out an agreed, limited purpose and prevent the information being used for commercial gain.

IQ MED^{the third party takes over).} www.iqmed.ro

11. Transferring information outside the European Economic Area (EEA)

We deal with many international organisations and use global information systems. As a result, we transfer **your** personal information to countries outside the EEA (the EU member states plus Norway, Liechtenstein and Iceland) for the purposes set out in this privacy notice. Not all countries outside the EEA have data protection laws that are similar to those in the EEA and if so, the European Commission may not consider those countries as providing an adequate level of data protection.

We take steps to make sure that, when we transfer your personal information to another country, appropriate protection is in place, in line with data protection laws. Often, this protection is set out under a contract with the organisation who receives that information. For more information about this protection, please contact **us** at info@bupaintl.com.

12. How long we keep your personal information

We keep **your** personal information in line with set periods calculated using the following criteria.

- How long you have been a customer with us, the types of products or services you have with us, and when you will stop being our customer.
- How long it is reasonable to keep records to show we have met the obligations we have to you and by law.
- Any time limits for making a claim.
- Any periods for keeping information which are set by law or recommended by regulators, professional bodies or associations.
- Any relevant proceedings that apply.

If **you** would like more information about how long **we** will keep **your** information for, please contact **us** at info@bupa-intl.com.

13. Your rights

Summary: You have the right to access your information and to ask us to correct any mistakes and delete and restrict the use of your information. You also have the right to object to us using your information, to ask us to transfer of information you have provided, to withdraw permission you have given us to use your information and to ask us not to use automated decision-making which will affect you.

More information: You have the following rights (certain exceptions apply).

- Right of access: You have the right to make a written request for details of your personal information and a copy of that personal information.
- **Right to rectification**: **You** have the right to have inaccurate information about **you** corrected or removed.
- Right to erasure ('right to be forgotten'): You have the right to have certain personal information about you deleted from our records.
- **Right to restriction of processing: You** have the right to ask **us** to use **your** personal information for restricted purposes only.
- Right to object: You have the right to object to us processing (including profiling) your personal information in cases where our processing is based on a task carried out in the public interest or where we have let you know it is necessary to process your information for our or a third party's legitimate interests. You can object to us using your information for direct marketing and profiling purposes in relation to direct marketing.
- Right to data portability: You have the right to ask us to transfer the personal information you have given us to you or to someone else in a format that can be read by computer.
- Right to withdraw consent: You have the right to withdraw any permission you have given us to handle your personal information. If you withdraw your permission, this will not affect the lawfulness of how we used your personal information before you withdrew permission, and we will let you know if we will

no longer be able to provide **you** with **your** chosen product or service.

 Right in relation to automated decisions: You have the right not to have a decision which produces legal effects which concern you or which have a significant effect on you based only on automated processing, unless this is necessary for entering into a contract with you, it is authorised by law or you have given your permission for this. We will let you know if we make automated decisions, our legal reasons for doing this and the rights you have.

Please note: Other than **your** right to object to **us** using **your** information for direct marketing (and profiling for the purposes of direct marketing), **your** rights are not absolute. This means they do not always apply in all cases, and **we** will let **you** know in **our** correspondence with **you** how **we** will be able to meet **your** request relating to **your** rights.

If **you** make a request, **we** will ask **you** to confirm **your** identity if **we** need to, and to provide information that helps **us** to understand **your** request better. If **we** do not meet **your** request, **we** will explain why.

In order to exercise **your** rights, please contact **us** at info@bupa-intl.com.

14. Data-protection contacts

If **you** have any questions, comments, complaints or suggestions in relation to this notice, or any other concerns about the way in which **we** process information about **you**, please contact **our** service team on +44 (0)1273 323 563. Alternatively **you** can email or write to **our** Data Protection Officer or Privacy Team at info@bupa-intl.com or **Bupa Global**, Victory House, Trafalgar Place, Brighton BN1 4FY, **United Kingdom**.

You also have a right to make a complaint to **your** local privacy supervisory authority.

The contact details for the Data Protection Commission are as follows: Data Protection Commission Canal House Station Road Portarlington County Laois Phone: 1890 252 231 (Lo Call rate) or +353 57 8684800 (national rate) Email: info@dataprotection.ie

You can also make a complaint with another supervisory authority which is based in the country or territory where:

- you live;
- you work; or
- the matter **you** are complaining about took place.

15. Changes to this privacy notice

We reserve the right to amend this privacy notice at any time, including in relation to the processing activities described above which may change from time to time. You can access the most recent version of this privacy notice on **our** website at www.bupaglobal.com/privacypolicy.

Glossary

Glossary This explains what we mean by various words and phrases in your membership pack. Words written in bold are particularly important as they have specific meanings.		Defined term	Description	Defined term	Description	Defined term	Description
		Com subs the	Bupa Global Designated Activity Company or any other insurance subsidiary or insurance partner of the British United Provident Association Limited.	Emergency:	A serious medical condition or symptoms resulting from a disease, illness or injury which arises suddenly and, in the judgment of a reasonable person, requires	Medical practitioner:	A complementary therapist, specialist, doctor, psychologist, psychotherapist, osteopath, chiropractor, dietician, speech therapist or therapist who
Defined term	Description	Complementary therapist:	An acupuncturist, homeopathist or Traditional Chinese medicine practitioner who is fully trained and		immediate treatment , generally within 24 hours of onset, and which would otherwise put your health at	Medically	provides active treatment of a known condition. treatment, medical service or
Acceptable current clinical evidence:	International medical and scientific evidence which include peer- reviewed scientific studies published in or accepted for publication by medical journals that meet		legally qualified and permitted to practice by the relevant authorities in the country in which the treatment is received.	Epidemic:	risk. An outbreak of a contagious and infective disease that spreads quickly, affecting more persons than expected in a given time period, in a locality where the disease is not permanently prevalent or its normal prevalence have been exceeded.	necessary	(a) consistent with the diagnosis and medical treatment for the condition; (b) consistent with generally accepted standards of medical practice; (c) necessary for such a diagnosis or
	internationally recognised requirements for scientific manuscripts. This does not include individual case reports, studies of a	Day-case:	Treatment which for medical reasons requires you to stay in a bed in hospital during the day only. We do not require you to				
	small number of people, or clinical trials which are not registered.		occupy a bed for day-case Mental health treatment.	Family Members:	(related to you by blood or by law		(d) not being undertaken primarily
Active treatment:	Treatment from a medical practitioner of a disease, illness or injury that leads to your recovery,	Deductible:	The amount you have to pay towards the cost of the treatment that you receive each	or otherwise). A full list of the family relationships falling within this definition is available on request.		for the convenience of the member or the treating medical practitioner	
	conservation of your condition or to restore you to your previous state of health as quickly as possible.		membership year that would otherwise have been covered under your membership.	Hospital:	A centre of treatment which is registered, or recognised under the local country's laws, as existing	Membership year:	The 12 month period for which this membership is effective, as first
Additional people	Additional people: The other people named on your membership certificate as being members of the plan and who are	Diagnostic tests:	Investigations, such as X-rays or blood tests, to find the cause of your symptoms.		 primarily for: carrying out major surgical operations, or providing treatment which only consultants can provide 		shown on your membership certificate and, if this health plan is renewed, each 12 month period which follows the renewal date.
		Dietician	Practitioners must be fully trained and legally qualified and permitted to practice by the relevant			Network:	A hospital, or similar facility, or medical practitioner, that has an
Anniversary:	Each anniversary of the date you joined the plan. (If however you are a member of a Bupa Global		authorities in the country where the treatment is received.	Intensive care:	 Includes the following. High Dependency Unit (HDU) - a unit that provides a higher level of medical care and monitoring, for example in single organ system failure. Intensive Therapy Unit / Intensive Care Unit (ITU/ ICU) - a unit that provides the highest level of care, for example in multi-organ failure or in case of intubated mechanical ventilation. Coronary care unit (CCU)-a unit that provides a higher level of cardiac monitoring. 		agreement in effect with Bupa Global or a service partner to provide you with eligible
	Worldwide Health Options group plan with a common anniversary for all members, your anniversary will be the common anniversary for the group. We tell you the group anniversary when you join).	Idwide Health Options group Doctor: with a common anniversary Immembers, your anniversary Il members, your anniversary person anniversary be the common anniversary person anniversary be dromotion anniversary person anniversary be dromotion for the second	Doctor: A person who: o is legally qualified in medical practice following attendance at a recognised medical school to provide medical treatment o does not need a specialist's training, and o is licensed to practise medicine in the country where the treatment is received. By recognised medical school we mean a medical school which is listed in the World Directory of Medical Schools as published from time to time by the World Health Organisation.			Out-patient:	treatment. Treatment given at a hospital, consulting room, doctor's office or out-patient clinic where the insured does not stay overnight or as a day-case to receive treatment.
Assisted Reproduction Technologies:	Technologies including but not limited to in-vitro fertilisation (IVF) with or without intra-cytoplasmic sperm injection (ICSI) gamete intra- fallopian transfer (GIFT), zygote intra-fallopian transfer (ZIFT), egg					Ovulation Induction Treatment:	Treatment including medication to stimulate production of follicles in the ovary including but not limited to clomiphene and gonadotrophin therapy.
	donation and intra-uterine insemination (IUI) with ovulation induction.			Main member:	The person who has taken out the membership, and is the first person named on the membership certificate. Please refer to you / your .		An epidemic occurring over a widespread area (multiple countries or continents) and usually affecting a substantial proportion of the population.
Birthing centre:	A medical facility often associated with a hospital that is designed to provide a homelike setting during childbirth.						

Defined term	Description	Defined term	Description	Defined term	Description	Defined term	Description
Persistent vegetative state:	e: unconsciousness, with no sign of awareness or a functioning mind, even if the person can open their eyes and breathe unaided, and • the person does not respond to stimuli such as calling their name, or touching The state must have remained for at least four weeks with no sign of improvement, when all reasonable attempts have been made to alleviate this condition. Practitioners must be fully trained	Mental health	Treatment of mental conditions, including eating disorders.	Specialist:	A surgeon, anaesthetist or physician who:	UK:	Great Britain and Northern Ireland.
		Psychologist and psychotherapist:	A person who is legally qualified and is permitted to practise as such in the country where the treatment is received.		 is legally qualified to practise medicine or surgery following attendance at a recognised medical school is recognised by the relevant authorities in the country in which the treatment is received as having specialised qualification in the field of, or expertise in, the treatment of the disease, illness or injury being treated 	Unrecognised medical practitioner, hospital or healthcare facility	 Treatment provided by a medical practitioner, hospital or healthcare facility which are not recognised by the relevant authorities in the country where the treatment takes place as having specialist knowledge, or expertise in, the treatment of the disease, illness or injury being treated. Self treatment or treatment provided by anyone with the same residence, Family Members (persons of a family, related to you by blood or by law or otherwise). A full list of the family relationships falling within this definition are available on request. Treatment provided by a medical practitioner, hospital or healthcare facility which are to whom we have sent a written notice that we no longer recognise them for the purposes of our health plans. You can contact us by telephone for details of treatment providers we have sent written notice to or visit Facilities Finder at bupaglobal.com/en/facilities/finder
		Qualified nurse:	A nurse whose name is currently on any register or roll of nurses maintained by any statutory nursing registration body in the country where the treatment is received.				
		Reasonable and Customary	geographical region, or may be determined by our experience of usual, and most common, charges in that region.of nationality:Any provider who is not an unrecognised medical practitioner, hosptial or healthcare facility.Specified count of residence:				
Physiotherapy, osteopathy and chiropractor:					By 'recognised medical school' we mean a medical school which is listed in the World Directory of Medical Schools, as published from time to time by the World Health		
condition: declared in your for cover which h noted on your m certificate as a 'p exclusion' or cove existing condition O Any medical condition O Any medical condition declared in your for cover which h accepted with no	 Any medical condition declared in your application for cover which has been noted on your membership certificate as a 'personal exclusion' or covered pre- 				by you in your application form or as advised to us in writing, whichever is the later.		
	 existing condition. Any medical condition declared in your application for cover which has been accepted with no 'personal exclusion' or underwriting 	Recognised medical practitioner, hospital or healthcare facility		Specified country of residence:	The country of residence specified by you in your application and shown in the membership certificate, or as advised to us in writing, whichever is the later. The country you specify must be the country in which the relevant authorities (such as tax authorities) consider you to be resident for the duration of the policy.		
	 loading applied Any disease illness or injury for which you received medication, advice or 	Rehabilitation :	Treatment in the form of a combination of therapies such as physical, occupational and speech therapy aimed at restoring full function after an acute event such as a stroke. A company or organisation that provides services on behalf of Bupa Global. These services may include approval of cover and location of local medical facilities. A natural tooth that is free of active				
treatment, or you had experienced symptoms of whether the condition was diagnosed or not, prior to becoming a member which was not disclosed on you application for cover Where we have accepted you transfer to this plan from anoth insurance product on a continu- cover basis, the above reference 'application for cover' shall be deemed to mean your original				Speech therapist:		We/us/our:	Your insurer.
	whether the condition was	Thether the condition was iagnosed or not, prior to ecoming a member which ras not disclosed on your pplication for cover			and legally qualified and permitted to practice by the relevant authorities in the country where the treatment is received.	You/your:	This means you , the main member and your dependants unless we have expressly stated otherwise that the provisions only
	application for cover Where we have accepted your			Surgical operation	: A medical procedure that involves the use of instruments or equipment.	Your insurer	refer to the main member . The insurer providing your cover as stated on your membership
		tooth / Sound clinical decay, has no gum disease associated with bone loss, no caps.	Therapists:	An occupational therapist or orthoptist, who is legally qualified and is permitted to practice as such in the country where the treatment is received.	Illegal activity	certificate. We will not pay for treatment which arises, directly or indirectly, as result of your deliberate or reckless participation (whether	
Prophylactic surgery:	Surgery to remove an organ or gland that shows no signs of disease, in an attempt to prevent development of disease of that organ or gland.			Treatment:	Surgical or medical services (including diagnostic tests) that are needed to diagnose, relieve or cure a condition, disease, illness or injury.		actual or attempted) in any illegal act, including road traffic offenses.

General services:

+44 (0) 1273 323 563

Medical related enquiries: +44 (0) 1273 333 911

Your calls may be recorded or monitored

Bupa Global

Victory House Trafalgar Place Brighton BNI 4FY **United Kingdom**

Bupa Global offers you:

Global medical plans for individuals and groups Assistance, repatriation and evacuation cover 24-hour multi-lingual helpline

bupaglobal.com

The world of Bupa:

Care homes Cash plans Dental insurance Health analytics Health assessments Health at work services Health centres Health coaching Health information Health information Health insurance Home healthcare **Hospitals** International health insuran Personal medical alarms Retirement villages Bupa Global is a trading name of Bupa Global Designated Activity Company (Bupa Global DAC), Second Floor, 10 Pembroke Place, Ballsbridge, Dublin 4, DO4 V1W6.