

## **UNM INTERNATIONAL CLAIM PROCEDURES**

In the event of Injury or Sickness, the Insured Participant should:

1. During the school term, report to the Student Health Service at once for assistance. If your campus does not have a Student Health Service, or if an emergency exists, proceed to Step 2.
2. When away from school, consult a Doctor and follow his/her instructions. Notify the Claims Office as soon as possible. College Claim Forms and instructions may be obtained on-line at [www.macori.com](http://www.macori.com) or by calling Maksin Management Corp 1-800-285-8133.
3. Complete instructions for filing a claim are listed on the College Claim Form. Send the completed claim form along with itemized hospital and medical bills to:

### **CLAIMS OFFICE:**

#### **Maksin Management Corp.**

P. O. Box 2567, Spring, Texas 77383-2567  
Toll Free: 1-800-285-8133 or 1-281-651-8787  
Providers call: 1-877-266-7778

**Website:** [www.macori.com](http://www.macori.com) / **E-mail:** [macori @macori.com](mailto:macori@macori.com)

4. The completed College Claim Form and all hospital and medical bills should be submitted for payment within 90 days of the date of treatment.