

Group Medical Declaration form.



Before you begin

This form is for groups with up to 49 employees who are applying to join Bupa Select and who at the time of applying have health insurance with another UK insurer.

To be completed by the Group Secretary. This is the person who will administer the policy on behalf of the company. It must be someone who is authorised to represent the company, such as a director, partner, officer or senior manager.

Please check that the details about your employees and their dependants are correct. Please take good care to answer all the questions honestly and to the best of your knowledge.

Your group members won't be covered for any symptoms or conditions that are listed on their current insurer's membership certificate, unless we agree to cover the symptom or condition in writing.

1. Group details

Intermediary

Group number (if available)

2. Company details

Company name

Proposed start date

D	D	M	M	Y	Y	Y	Y
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Date existing cover ends

D	D	M	M	Y	Y	Y	Y
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Date medical insurance was first taken out for your group
(continuous cover not necessarily with your current insurer)

D	D	M	M	Y	Y	Y	Y
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3. Medical questions

Please answer the following if the number of employees to be covered is **under 20**

Do you know if anyone to be covered on the policy has seen a GP or other healthcare professional, or received treatment (including ongoing medication) in the last two years for any of the following:

1. Heart and stroke conditions including uncontrolled hypertension, angina and heart attacks
2. Any form of cancer
3. Back or spinal conditions, arthritic conditions and or joint replacements
4. Any mental health conditions including stress and depression

Yes No

Please answer the following if the number of employees to be covered is **between 20 and 49**

Do you know if anyone to be covered on the policy has seen a GP or other healthcare professional, or received treatment (including ongoing medication) for any of the following:

1. Any form of cancer in the last two years
2. Back or spinal conditions, arthritic conditions and or joint replacements in the last 12 months
3. Any mental health conditions including stress and depression in the last 12 months

Yes No

If you have answered 'Yes', to any of the above, please provide their contact details on the next page.

If you have answered 'No', please go to section 4 of the form.

Please don't ask your employees for details about their condition(s). We'll contact them directly about this. To help us do this, please give us their contact details below. They can also call us to let us know about their medical conditions on 0345 600 1167. We may record or monitor phone calls.

For those with hearing or speech difficulties you can use the Relay UK service on your smartphone or textphone. For further information visit www.relayuk.bt.com. We also offer documents in Braille, large print or audio.

3. Medical questions (continued)

Employee name

Date of birth

D	D	M	M	Y	Y	Y	Y
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Telephone number

am pm

(please tick preferred time of contact)

Email address

Employee name

Date of birth

D	D	M	M	Y	Y	Y	Y
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Telephone number

am pm

(please tick preferred time of contact)

Email address

Employee name

Date of birth

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Telephone number

am pm

(please tick preferred time of contact)

Email address

Employee name

Date of birth

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Telephone number

am pm

(please tick preferred time of contact)

Email address

Employee name

Date of birth

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Telephone number

am pm

(please tick preferred time of contact)

Email address

Need to add more people? Use a separate sheet of paper and attach it with this form when you send it back to us.

4. Declaration on behalf of the company

I declare to the best of my knowledge and belief the information supplied is correct as declared above.

I agree that this questionnaire shall form part of my group application for cover.

I agree that additional exclusions may be added to an individual's cover as a result of the above declaration.

I agree that Bupa will not provide cover for an individual until Bupa has received a copy of his/her most recent registration certificate from our group's current insurer. Existing exclusions noted on the individual's most recent registration certificate will be transferred to their Bupa cover.

I agree that any individual not previously underwritten will be underwritten on transfer if they have had less than 6 months continuous cover on the current Scheme.

I declare that I have the consent of the company, its employees and their dependants to provide this information, that I have brought the Bupa privacy notice to their attention and I give consent on behalf of the company, its employees and their dependants to being contacted by Bupa.

Signature

Print name

Position

Date

D	D	M	M	Y	Y	Y	Y
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We'll verify your digital signature if you sign your form using an Adobe Digital ID or Adobe Sign (or similar). If you change your form after digitally signing it or send us a printed or scanned copy instead, then we'll be unable to do this. We'll call or write to you to confirm this is your signature instead. We'll be unable to tell your employees what they're covered for until we've verified your signature, and it might take us longer to pay any claims.

Privacy notice – in brief

We are committed to protecting your privacy when dealing with your personal information. This privacy notice explains what information we collect about you, how we use it and how we protect it. It also gives you information about your rights. The information we process about you, and our reasons for processing it, depends on the products and services you use. You can find more details in our full privacy notice, which is available at bupa.co.uk/privacy. If you do not have access to the internet and would like a paper copy, please write to **Bupa Data Protection, 1 Angel Court, London EC2R 7HJ**. If you have any questions about how we handle your information, please contact us at dataprotection@bupa.com.

Information about us

In this privacy notice, references to 'we', 'us' or 'our' are to Bupa. Bupa is registered with the Information Commissioner's Office, registration number Z6831692. Bupa is made up of a number of trading companies, many of which also have their own data-protection registrations. For company contact details, visit bupa.co.uk/legal-notice.

1. Who this privacy notice applies to

This privacy notice is for anyone who buys, uses or contacts us about our products and services ('you', 'your') in any way (for example, by email, through our website, by phone, on our app and so on).

2. How we collect personal information

We collect personal information from you when you get in touch with us and from certain other organisations acting on your behalf (for example, brokers, healthcare providers and so on). If you give us 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.

3. What personal information we collect

We process the following categories of personal information about you and, if it applies, your dependants.

- Standard personal information (for example, information we use to contact you, identify you or manage our relationship with you)
- Special categories of information (for example, health information, information about race, ethnic origin and religion) that allow us to tailor your care
- 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)

4. How we use the personal information we collect

We process your personal information for the purposes set out in our full privacy notice, including to deal with our relationship with you (including for claims and handling complaints), for research and analysis, to monitor our expectations of performance (including of healthcare providers relevant to you) and to protect our rights, property or safety, or that of our customers or others. The legal reason we process personal information depends on what category of personal information we process. We normally process standard personal information because it is necessary so we can provide the services set out in a contract, it is in our or other people's legitimate interests or it is needed or allowed by law. We process special categories of information (also known as sensitive information because it is necessary for an insurance purpose, because we have your permission or as described in our full privacy notice. We may process information about your criminal convictions and offences (if any) if this is necessary to prevent or detect a crime.

5. Marketing and preferences

We may use your personal information to send you marketing by post, phone, social media, email and text. We only use your personal information to send you marketing if we have your permission or it is in our legitimate interest. If you don't want to receive personalised marketing about similar products and services that we think are relevant to you, please contact us at optmeout@bupa.com or write to **Bupa Data Protection, 1 Angel Court, London EC2R 7HJ**.

6. AI, Profiling and Automated decision-making

Like many businesses, we sometimes use automation to provide you with a quicker, better, more consistent and fairer service, as well as marketing information we think will interest you (including discounts on our products and services). This may involve evaluating information about you and, in limited cases, using technology to provide you with automatic responses or decisions. You can read more about this in our full privacy notice. You have the right to object to direct marketing and profiling (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. You may also have rights to object to other types of profiling and automated decision-making.

7. Sharing your information

We share your information within the Bupa group of companies, with relevant policyholders (including your employer if you are covered under a group scheme), with funders who arrange services on your behalf, those acting on your behalf (for example, brokers and other intermediaries) and with others who help us provide services to you (for example, healthcare providers) or who we need information from to handle or check claims or entitlements (for example, professional associations). We also share your information in line with the law. You can read more about what information may be shared, and in what circumstances, in our full privacy notice.

8. Cookies

When you use our websites and apps, we and third-party companies use cookies and similar technologies to collect information (for example, your browsing activity).

9. Transferring your personal information abroad

We work with companies that we partner with, or that provide services to us (such as healthcare providers, other Bupa companies and IT providers) that are located in, or run their services from, countries across the world. As a result, we transfer your personal information to different countries. This may include transferring it from within the UK to outside the UK, and from within the EEA (the EU member states plus Norway, Liechtenstein and Iceland) to outside the EEA, for the purposes set out in this privacy notice. We take steps to make sure that, when we transfer your personal information to another country, appropriate protection is in place in line with global data protection laws.

10. How long we keep your information for

We keep your personal information in line with the periods set out in our Retention Policy. We will typically keep your personal information for seven years after you stop being our customer.

11. Your rights

You have rights to have access to your information and to ask us to correct, delete and restrict the use of it. You also have rights to:

- object to your information being used
- ask us to transfer your information to someone else
- withdraw your permission for us to use your information, and
- ask us not to make automated decisions which produce legal effects that concern or significantly affect you.

Please contact us if you would like to exercise any of your rights.

12. Data protection contacts

If you have any questions, comments, complaints or suggestions about this privacy notice, or any other concerns about the way in which we process information about you, please contact us at dataprotection@bupa.com. You can also use this address to contact our Data Protection Officer. You also have a right to make a complaint to your local privacy supervisory authority. Our main office is in the UK, where the local supervisory authority is the Information Commissioner's Office, who you can contact through their website at ico.org.uk/make-a-complaint or by calling 0303 123 1113.