

ARCHDIOCESE OF KANSAS CITY KANSAS CLAIM REPORTING PROCEDURES

FILING A PROPERTY, LIABILITY OR BOILER CLAIM WITH CATHOLIC MUTUAL GROUP

Property, Liability and Boiler claims with Catholic Mutual Group can be filed using one of the methods below:

- Catholic Mutual Website: www.catholicmutual.org
 - Login to Catholic Mutual's Website: User Name: 0005kan Password: service
 - Select the gray box titled "Report a Claim"
 - Under the title Claims – Online Claim Reporting, download either the Liability Loss or Property Loss form
 - Use the property claim form to file a property claim
 - Use the property claim form to file a boiler claim
 - Use the liability claim form to file a liability claim
 - Do not use the auto claim form for auto claims – see below for filing an auto claim
 - Send the completed form to reportclaim@catholicmutual.org or fax to 402-551-2943
- You can also send an email directly to reportclaim@catholicmutual.org
- Phone call to 800-228-6108, ext. 2444

FILING AN AUTO CLAIM WITH CHURCH MUTUAL

Church Mutual conveniently enables you to report auto claims by using one of the methods below:

- Telephone: (800) 554-2642, select Option 2
- Fax: (715) 539-4651
- Mail: Church Mutual Insurance Company, P.O. Box 342, Merrill, WI 54452-0342
- E-mail: claims@churchmutual.com
- On Church Mutual's Website: www.churchmutual.com

FILING WORKERS COMPENSATION CLAIM WITH CHURCH MUTUAL

- Contact Medcor Nurse Triage at 1-844-322-4662.

Your Catholic Mutual Workers Compensation Claims Advocate is Holli Sampson.

- If you need assistance after a Workers Compensation claim has been filed with Church Mutual, please contact Holli at hsampson@catholicmutual.org or call 800-228-6108 ext. 2439.
- **Please do not call or email Holli to file a claim**, her role is only to assist you after a WC claim has been filed with Church Mutual.