



ROWAN COUNTY EMS

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RECOMMENDED PRACTICE

INSURANCE INFORMATION

- In addition to accurate names and addresses, list the name and address of the patient's employer. This is especially important if the injury is a Worker's Compensation case.
- When the patient is a college student or an apparent minor and working, ask if the job is permanent or temporary. If the job is temporary, the patient is considered a student and bills go to the next of kin. Collect this next of kin information.
- Whenever possible get a telephone number. The number can be helpful if further information is needed.
- When asking about insurance, write down the name of the private insurance company and the policy numbers.
- In cases where the patient was transported to RRMC, the registration clerks can give you a printout of the patient's insurance information. Staple this to the ACR.