



APPLICATION FOR EXTENSION OF SUN LIFE OUT-OF-PROVINCE EMERGENCY MEDICAL COVERAGE

This form is to be used by Faculty who are travelling for a Research leave or University Business that require them to be out of province for more than 120 days.

- Type of Leave:**
- Research Leave
 - University Business

Name	Department	ID Number
Period of leave:		
From _____	To _____	
YYYY/MM/DD	YYYY/MM/DD	
Period that you will be out of province:		
From _____	To _____	
YYYY/MM/DD	YYYY/MM/DD	

DEPENDENTS

If your family is also travelling, please indicate the eligible dependents who will be accompanying you and the period they will be out of province.

Name	Relationship	Period the dependent will be out of province	
		From:	To:
		From:	To:
		From:	To:
		From:	To:
		From:	To:

OHIP

You **MUST** also contact Service Ontario to ensure that OHIP coverage will continue, or to apply for an extension of OHIP coverage while out of province. Coverage under the Sun Life Out-of-Province Emergency Medical Plan requires OHIP eligibility. If OHIP advises that you will not be covered while out of province, alternative arrangements must be made. Please contact Human Resources to discuss.

Have you contacted Service Ontario and been advised that coverage will continue: YES NO

Cost

The cost to extend coverage is \$50. To arrange payment via Electronic Funds Transfer or cheque, please contact your Human Resources representative or the Employee Contact Centre at hr.mcmaster@mcmaster.ca.

Employee Signature

Date

Human Resources Verification

Human Resources Signature

Date Stamp

- MOSAIC Updated Date: _____
- Payment Received Date: _____

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