

# Admission in *Day Clinic* at the OLV Hospital If you have an **hospitalisation insurance**

## Practical tips

### Dear patient,

If you have a hospitalisation insurance with one of the insurers listed hereunder, the OLV Hospital sends the invoice for your admission directly to them. You don't have to pay anything in advance.

- DKV
- Medi-Assistance
- Medi-Link
- Assurcard (via Allianz, KBC, Ethias, Baloise, Delta Lloyd, Fidea, Federale Verzekeringen or Medexel).

### You are insured by DKV

- If you have a hospitalisation insurance of DKV you don't have to do anything in advance
- Please remind to bring your Medi-card along when you present yourself in the OLV Hospital on the day of your admission.



### You are insured by Medi-Assistance or Medi-Link

- Please make sure to inform your insurer well in advance about your admission to our hospital. Do not wait until the very last days preceding your admission.
- If your insurer covers your hospitalisation costs (partially or entirely), he will send you a confirmation letter. Please make sure to bring this letter along when you come to the OLV Hospital on the day of your admission, and show the letter at the registration desk.
- Only if you have a hospitalisation insurance of Medi-Link: in addition to the confirmation letter, please also bring your insurance card along to the registration desk.



**You are insured by Assurcard** (via one of the affiliated organisations)



Please notify **in advance** that you intend to make use of your hospitalisation insurance - either by phone or via internet

- *By phone*: dial the number that you find on the reverse side of your Assurcard. Most often, this is a toll-free 0800-number. (Ethias and Delta Lloyd are the only insurers that do not support telephone notifications).
- *Via internet*: [www.assurcard.be](http://www.assurcard.be). (KBC Verzekeringen is the only insurer that does not support internet notifications).

→ Please still bring your Assurcard along to the registration desk on the day of your hospital admission.

For a great number of organisations that are affiliated to Assurcard, you can still notify your hospitalisation **on the day of your admission** by using the *kiosk* at the OLV Hospital

- Only Fidea, Federale Verzekeringen and KBC do not support notification by the kiosk
- Bring your Assurcard along to the hospital on the day of your admission
- An *Assurcard-kiosk* is available in our campuses Aalst and Asse - both are in the proximity of the registration desks. There, you can register with your Assurcard. Please do not hesitate to contact our receptionists to show you the way to the kiosk. Tip: make sure you arrive in due time at the hospital if you wish to use the kiosk. In our Ninove campus, there is no Assurcard kiosk, but our receptionist are there to help you.

U bent aangesloten bij... (in alphabetical order)	In advance		At admission (kiosk at OLV in Aalst and Asse)
	By phone	Internet	
Allianz	✓	✓	✓
Baloise	✓	✓	✓
Delta Lloyd		✓	✓
Ethias		✓	✓
Federale Verzekeringen	✓	✓	
Fidea	✓	✓	
KBC Verzekeringen	✓		
Medexel	✓	✓	✓
Practical →→	The telephone number can be found on the reverse side of your Assurcard	<a href="http://www.assurcard.be">www.assurcard.be</a>	

## Common, double or single room

Avoid surprises: please contact your hospitalisation insurance well in advance to find out which room types are covered by the insurance policy.

Your insurance company limits your choice to physicians who have subscribed the convention (ask your treating physician about his convention status)		
• Common room	No room supplement is charged	
• Double room		
Your insurance company offers you a free choice of physician (with/without restrictions)		
• Common room	A fee supplement of 50% may be charged	Please verify with your insurance company to which extent they cover supplements. Some insurers apply maximum limits or thresholds ("franchises").
• Double room	A fee supplement of 50% may be charged	
• Single room	A fee supplement of 150% may be charged. A room supplement of €26.50/day will be charged.	

## Serial treatment? (requiring several visits to the Day Clinic)

- Your treatment requires you to visit the Day Clinic for a number of times before the treatment is finalised.
- Please ask your treating physician at the start of your treatment whether he can provide you with an attestation/approval for the entire series of treatments
- Forward this medical attestation as soon as possible to your hospitalisation insurance.
- If you start a serial treatment, please present yourself at your first treatment session at our registration desk, in order to active the direct invoicing to your hospitalisation insurance. For the following treatment sessions you don't need to pass at the registration desk anymore; instead you can head directly to our Day Clinic, thus enabling you to save time.

## Any further questions? Please do not hesitate to contact our Registration department

### Campus Aalst

**T. +32 53 72 42 14**

Monday-Friday:

From 7:00 am to 9:00 pm

Saturday, Sunday, Holidays:

from 8:00 am to 8:00 pm

Fax +32 53 72 46 04

E-mail:

**opname.aalst@olvz-aalst.be**

### Campus Asse

**T. +32 2 300 66 43**

Monday-Friday:

From 7:00 am to 8:30 pm

Saturday, Sunday, Holidays:

from 8:00 am to 8:00 pm

Fax +32 2 300 63 00

E-mail:

**opname.asse@olvz-aalst.be**

### Campus Ninove

**T. +32 54 31 21 11**

Monday-Friday:

From 7:00 am to 7:00 pm

Saturday, Sunday, Holidays not

available

Fax +32 54 31 21 21

E-mail:

**opname.ninove@olvz-aalst.be**

