

## Details of the Dedicated Service for Foreign Students to Sophia University

### ～Overseas Travel Insurance and Ancillary Services～

This paper is a guide to the Overseas Travel Insurance and Ancillary Services available for use during your stay in Japan. As an insured person for overseas travel insurance by Mitsui Sumitomo Insurance Company, Limited (here in after, Mitsui Sumitomo Insurance) during your stay in Japan, you may access compensation for injuries or sickness during your travel, cashless medical services, interpreting services (ancillary services).

< Please note the following when accessing these services >

- Please carry this paper during your stay in Japan.
- We will confirm that you are the insured person when accessing compensation or each of the services.
- Payments shall not be made in relation to sickness contracted before the commencement of the liability period and for injuries caused by accident before the commencement of the liability period. ('Liability period' refers to the term of insurance listed in the insured person's policy and during the travel schedule.)

#### ◆Service Details

If you sustain a sickness or injury within Japan, you can receive the necessary medical treatment without paying medical expenses at a medical facility referred to by MS&AD GRAND ASSISTANCE Company, Limited (here in after, GRAND ASSISTANCE) (cashless medical services) except mental related sickness.

- This service is provided as an Ancillary Service to the Overseas Travel Insurance (Injury Medical Expenses, Sickness Medical Expenses) where Mitsui Sumitomo Insurance is the underwriting insurance company. GRAND ASSISTANCE will pay directly the medical facility up to the amount insured as an insurance payout.
- Mitsui Sumitomo Insurance will not be able to provide service for injuries, sickness or expenses that are not covered under the general terms and conditions of the insurance policy and special conditions of the Overseas Travel Insurance (Injury Medical Expenses, Sickness Medical Expenses).

Please refer inside for details of 'the cases where the insurance payout is made', 'the common cases where the insurance payout is not made', and 'the amount insured' for the Overseas Travel Insurance.

#### ◆How to Use this Insurance

Step1 : Please ensure you call the dedicated number before going to the hospital.

Dedicated number [24hours a day/ 365 days a year] **+81-3-6629-9927/03-6629-9927**

Step2 : Please provide the operator with the following details.

- Your name, date of birth
- The insured person's policy number
- Contact details (telephone number)
- Status of injury, symptoms of the sickness, etc.
- Period of stay in Japan
- Name of your hotel, etc.

Step3 : GRAND ASSISTANCE will refer you to a medical facility where you can receive services.

Step4 : Please take this paper to the referred medical facility and receive treatment. You will not receive an

invoice from the medical facility. [Please bring this paper and your ID with photo to the referred medical facility to receive treatment.](#)

#### ◆Coverage



Coverage Period	from June 28th to July 19th, 2024	
Injury Death and Physical Impediment	Injury and Sickness Medical Expenses and Rescuer's Expenses	Student overseas / Student Liability
Up to 10 million yen	Up to 10 million yen	Up to 100 million yen

◆Policy Number NL06241775



# How to request to arrange your medical visit

① Make a call to **03-6629-9927** and let us know your information below



- Full name in English spelling (Pin Yin)
- Detailed symptoms with how and when it started.
- Available date & time to go to the clinic.
- Your location
- Email  address or phone  number we can reach you.

② Receive a test email  from us and reply to it ASAP.

③ Receive the clinic information via  or , once the arrangement is completed.

④ Go to the clinic  by the time we made an appointment for you.

Mainly we will arrange one of these clinics.

**【Sendagaya International Clinic】** <https://www.sendagaya-ic.com/en/access.html>

1-20-3-203 Barbizon Build. 2F, Shibuya-ku, Sendagaya, Tokyo 151-0051

**【Hiroo International Clinic】** <http://www.hiroo-ic.com/access/index-e.html>

Precious18 BLDG 7F, 4-14-6 Minamiazabu Minato-ku, Tokyo 106-0047




※ IT IS VERY IMPORTANT TO CALL  US FIRST FOR THE CASHLESS MEDICAL SERVICE !

PLEASE DO NOT GO THERE DIRECTLY WITHOUT CONTACTING US !



YOU NEED TO BRING YOUR ID WITH PHOTO TO THE CLINIC

⑤ Fill out some insurance documents  at the clinic for the cashless medical service.

⑥  TRANSPORTATION fee **TAXI**  to visit the clinic and prescribed MEDICATION fee  at a pharmacy have to be paid out of your pocket first. So please keep the receipts.



⑦  Receive a claim form to request for the reimbursement of above ⑥.

⑧ Fill out the claim form  and send it back with the original receipts  of what you paid out of your pocket.



# If you need a medical visit with a MENTAL issue


① Make a call to **03-6629-9927** and let us know your information below



- Full name in English spelling (Pin Yin)
- Detailed symptoms with how and when it started.
- Available date & time to go to the clinic.
- Your location
- Email  address or phone  number we can reach you.

② Receive a test email  from us and reply to it ASAP.

③ Receive the clinic information via  or , once the arrangement is completed.

④ Go to the hospital  by the time we made an appointment for you.

Mainly we will arrange one of these medical facilities.

**【Yotsuya Yui Clinic】** <https://yotsuya-yui.jp/subtopE.html>

2-23 Ichigaya Honmuracho, Shinjuku-ku, Tokyo, 162-0845 Tel: 03-5225-1291

**【American Clinic Tokyo】** <https://www.americanclinctokyo.com/>

3F No.1 Niikura Bldg. 1-7-4 Akasaka, Minatoku, Tokyo, 107-0052 Tel: 03-4405-6210

**【Tokyo Metropolitan Matsuzawa Hospital】** <https://www.tmhp.jp/matsuzawa/en/>

2-1-1 Kamikitazawa, Setagaya-ku, Tokyo, 156-0057 Tel: 03-3303-7211



**Please bring your ID with photo to the hospital.**

⑤



**MEDICAL EXPENSE** at the hospital



**TRANSPORTATION** fee



**MEDICATION** fee at a pharmacy

have to be paid out of your pocket and claim by filling out the documents below.

You will receive them from us via email.

And those fees will be reimbursed to your bank account later if your medical problem can be covered by the insurance.



- Claim form of OVERSEAS TRAVEL INSURANCE
- AUTHORIZATION FORM to release the medical information
- BANK ACCOUNT INFORMATION



**Please keep the receipts.**

⑥ Take a picture of the claim documents  and all receipts  of what you paid out of your pocket .

**Please send them to us by attaching the images to the email which you received at the beginning.**