

VADE – MECUM

Part 4

JSIS forms

September 2022

CA/SC/1001

- *The Vade-mecum is designed to inform third parties of your wishes should you be unable to do so in person:*
- *Part 1 provides useful information, procedures and rules (in the event of illness, accident or death) for you or who will have to take care of you.*
- *Part 2 : Forms to be filled*
- *Part 3 : Useful addresses and complaints*
- *Part 4 : Forms of the JSIS*

This document is intended for retired officials of the European Institutions who do not have access to the internet or to My IntraComm

Most of these forms are available on My IntraComm
www.myintracomm-ext.ec.europa.eu

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Notes:

The rules on all typical treatment are available on My IntraComm (under « Reimbursement rules » in several languages) and from the SEPS secretariat upon request. :

accidents analyses (medical imaging, laboratory tests and other forms of diagnosis) confinement (and pregnancy) consultations (and visits) contact lenses cures : convalescent and post-operative cures cures: thermal cures dentistry / orthodontics diagnosis (medical imaging, analyses, laboratory tests and other forms of diagnosis) funeral allowance hearing aids homes (nursing and convalescent homes) hospitalisation infertility treatments (and in-vitro fertilisation) in-vitro fertilisation (and infertility treatments) kinesitherapy (see miscellaneous treatments) laboratory tests (analyses, medical imaging

and other forms of diagnosis) medical auxiliaries (nursing care) medical equipment medical imaging (analyses, laboratory tests and other forms of diagnosis) medicines (pharmaceutical products) miscellaneous treatments (kine, psychotherapy, speech therapy, etc.) negative opinions of the Medical Council nursing attendance nursing care (see medical auxiliaries) nursing homes (and convalescent homes) occupational disease orthodontics / dentistry orthopaedic appliances (see medical equipment) osteopathy (see miscellaneous treatments) pharmaceutical products (medicines) pregnancy (and confinement) preventive medicine programs (screening tests) psychotherapy (see miscellaneous treatments) screening tests (preventive medicine programs) serious illness spectacles (frames and lenses) speech therapy (see miscellaneous treatments) surgery transport visits (and consultations).

Sets of the General Implementing Provisions are also available on My Intracomm and upon request from the SEPS secretariat (FR, EN, DE).

The rules and forms that we have selected for inclusion in our Vade-Mecum are those that are of interest to the majority of pensioners. There are other rules and forms on My Intracomm, often in several languages. These can be obtained via the SEPS secretariat.

Documents in annex are extracted from My IntraComm

They are addressed to pensioners of the European Institutions who are not familiar with Internet

Brussels settlement office

Postal address (often the former address is given on the forms: rue de la Science).

European Commission

Settlements office

RCAM - MERO

41, avenue de Tervuren

B - 1049 Brussels

Other alternative:

PMO – JSIS Reception area for retired officials MERO

The permanence of PMO “Medical insurance” is at the disposal of pensioners on the ground floor of the MERO building – Bur. 00/P026 **every day**, without appointment, for questions about **JSIS** (reimbursement of medical expenses, direct billing, prior authorisation, etc).

You can access on presentation of the pensioner’s badge at the reception of the building:

from Monday to Friday : in the morning, from 9h30 to 13h00

As before, this reception area is equipped with a printer and a letterbox for any correspondence relating to the sickness insurance.

Luxemburg settlement office

European Commission

Krankenkasse (PMO)

DRB B1/061

L - 2920 Luxembourg

Ispra settlement office

Commissione delle Comunità Europee

Ufficio di liquidazione (PMO)

Centro Comune di Ricerca T.P. 740

I – 21020 ISPRA (Varese)

Italy