

**From:** [Communications, VCF \(CIV\)](#)  
**To:** [Communications, VCF \(CIV\)](#)  
**Subject:** VCF Website Update  
**Date:** Tuesday, January 05, 2021 12:09:51 PM

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Good afternoon,

We have posted the following updates to our website:

- [Third Party Verification Form](#) – The Employer Verification Form has been replaced with an updated Third Party Verification Form with instructions under Forms and Resources on the VCF website. The form has been revamped to make it clear that both employers and volunteer organizations should submit this form directly to the VCF to provide proof of presence on behalf of claimants. The instructions include an email address for electronic submission.
- The following sections of the policies and procedures have also been updated:
  - Section 1.7 – Primary evidence of presence (third-party verification and contemporaneous documents)
  - Section 2.4 a – Past out-of-pocket medical expenses

**Additional Updated Documentation:**

[How to claim Medical Expenses](#)

Thank you.

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