

# Premium Indication Request for Healthcare Facilities

Please read carefully before completing:

**This is a premium indication request only. It is not an application for medical malpractice insurance coverage and does not, in any way, bind coverage. The information contained in this request will be used to acquire premium indications from one or more insurance carriers as appropriate and will otherwise be held in the strictest confidence.**

## **SIGNATURE**

After completing the premium indication request, the signature of an authorized representative of the facility is required, along with the date. Please complete the request completely.

## **CLAIMS INFORMATION**

If you have any claims, suits, or incidents alleging malpractice brought against you within the past ten (10) years, complete a claim information sheet for each claim. Each Claim Information Sheet must be completed, signed and dated.

## **RETROACTIVE (“NOSE”) COVERAGE**

If you wish to obtain nose coverage, a copy of your most recent declarations page from your current carrier indicating the original effective date of coverage and a current paid through date must be attached.

**Tegner-Miller Insurance Brokers - CAMM  
2001 Wilshire Boulevard Suite 101  
Santa Monica, CA 90403  
Phone: 800.775.8642  
Fax: 310.453.7971  
E-mail: insure@tmib.com**

OFFICE USE ONLY

Account No. \_\_\_\_\_

Policy No. \_\_\_\_\_

Group No. \_\_\_\_\_

DATE RECEIVED

If multiple locations exist, please complete a separate application for each location.

**SECTION I — GENERAL INFORMATION**

1. Name of Applicant \_\_\_\_\_

2. Primary Facility Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

3. Phone No. ( \_\_\_\_\_ ) \_\_\_\_\_ Fax No. ( \_\_\_\_\_ ) \_\_\_\_\_

4. Do you lease or rent this location?  Yes  No Do you own this location?  Yes  No Sq. Ft. \_\_\_\_\_

5. E-Mail Address \_\_\_\_\_

6. Mailing/Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

7. Contact Person \_\_\_\_\_

8. Phone No. ( \_\_\_\_\_ ) \_\_\_\_\_ Fax No. ( \_\_\_\_\_ ) \_\_\_\_\_

9. Federal Tax I.D. No. \_\_\_\_\_ Social Security No. \_\_\_\_\_

10. Additional Location \_\_\_\_\_

11. Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

12. Phone No. ( \_\_\_\_\_ ) \_\_\_\_\_ Fax No. ( \_\_\_\_\_ ) \_\_\_\_\_

13. Do you lease or rent this location?  Yes  No Do you own this location?  Yes  No Sq. Ft. \_\_\_\_\_

List additional names and/or locations in the Remarks Section, Page 15. Also attach a copy of any fictitious name permits or licenses if applicable.

NOTE: A LOCATION MAY BECOME AN "INSURED PREMISES" UNDER THE POLICY ONLY IF IT IS LISTED.

14. Name of Director \_\_\_\_\_ M.D.?  Yes  No
15. Name of Assistant Director \_\_\_\_\_ M.D.?  Yes  No
16. Name of Owner \_\_\_\_\_

17. Ownership

a. The applicant is a (check the appropriate box):

- Corporation  Professional Association
- Partnership  Sole Proprietorship
- Other (Explain) \_\_\_\_\_

b. Applicant operates:

- For Profit  Not For Profit

Please list names of all Partners and/or Shareholders in the Remarks Section, Page 15.

**SECTION II — APPLICANT INFORMATION**

18. Type of organization (Please check **all** appropriate boxes):

- |  |  |
|--|--|
| <input type="checkbox"/> Birthing Center                       | <input type="checkbox"/> Home Health Agency                          |
| <input type="checkbox"/> Cardiac Rehabilitation Center         | <input type="checkbox"/> Hospice                                     |
| <input type="checkbox"/> College/University Health Center      | <input type="checkbox"/> Laboratory; Type _____                      |
| <input type="checkbox"/> Community Health Center               | <input type="checkbox"/> Medical Registry Service                    |
| <input type="checkbox"/> Crisis Stabilization Center           | <input type="checkbox"/> Mental Health Clinic                        |
| <input type="checkbox"/> Detoxification Facility               | <input type="checkbox"/> Optical Establishment                       |
| <input type="checkbox"/> Developmental Disability Center       | <input type="checkbox"/> Physical/Occupational Rehabilitation Center |
| <input type="checkbox"/> Dialysis Center                       | <input type="checkbox"/> Surgicenter                                 |
| <input type="checkbox"/> Drug/Alcohol & Substance Abuse Center | <input type="checkbox"/> Trauma Rehabilitation Center                |
| <input type="checkbox"/> Emergicenter                          | <input type="checkbox"/> Urgicenter                                  |
| <input type="checkbox"/> Group Home                            | <input type="checkbox"/> Visiting Nurses Association                 |
| <input type="checkbox"/> Halfway House                         | <input type="checkbox"/> X-Ray Imaging Center                        |
| <input type="checkbox"/> Health Department                     |  |
| <input type="checkbox"/> Other _____                           |  |

19. Description of Operations: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PLEASE SUBMIT A COPY OF YOUR LICENSE FOR EACH LOCATION.

**SECTION III — ACCREDITATION AND MEMBERSHIP IN PROFESSIONAL ASSOCIATIONS**

20. Is your organization accredited by:

- Commission on the Accreditation of Rehabilitation Facilities (CARF)?  Yes  No
- Community Health Accreditation Program (CHAP)?  Yes  No
- Joint Commission on Accreditation of Healthcare Organizations (JCAHO)?  Yes  No
- Any other accrediting organization(s)?  Yes  No

IF YES, PLEASE SPECIFY \_\_\_\_\_

21. Is your organization a member of The National Association for Home Care (NAHC)?  Yes  No

22. Is your organization a member of The Health Industry Distributors Association (HIDA)?  Yes  No

IF YES, YOUR HIDA MEMBERSHIP NUMBER \_\_\_\_\_

23. Are you a member of any state association(s)?  Yes  No

IF YES, NAME OF THE STATE ASSOCIATION(S) \_\_\_\_\_

24. Are you a member of any other industry association(s)?  Yes  No

IF YES, PLEASE SPECIFY \_\_\_\_\_

**SECTION IV — HIRING/SCREENING AND EMPLOYMENT PROCEDURES**

25. Are employees' references contacted before hiring?  Yes  No

26. How are references checked?  Written  Verbal  Both

IF VERBAL ONLY, PLEASE EXPLAIN \_\_\_\_\_

\_\_\_\_\_

27. Do you screen prospective employees for criminal records?  Yes  No

IF NO, PLEASE EXPLAIN \_\_\_\_\_

\_\_\_\_\_

28. Do you verify certification and/or professional licensure status of employees?  Yes  No

29. Do you screen employees to rule out drug, alcohol and sexual abuse?  Yes  No

30. Do you verify the following when hiring professionals and clinical support staff to provide patient care services at your facility:

- Check of educational background, or residency program, when applicable.  Yes  No
- Confirm hospital privileges for physicians, oral surgeons and dentists.  Yes  No  
How often do you update your list of specific privileges? \_\_\_\_\_
- Confirm that they have no pending license suspensions or revocations, or any pending disciplinary actions by other facilities.  Yes  No
- Require information on any claim previously made against any individual resulting from the performance of or failure to perform professional services while working within the scope of his or her duties.  Yes  No

31. Are written job descriptions provided for all professional and nonprofessional employees?  Yes  No

**SECTION V — RISK MANAGEMENT/QUALITY ASSURANCE**

32. Does the applicant have a formal written Quality Assurance Program in place?  Yes  No  
IF NO, PLEASE EXPLAIN \_\_\_\_\_
33. Does the applicant have a formal written Risk Management Program in place?  Yes  No  
IF NO, PLEASE EXPLAIN \_\_\_\_\_
34. Is the overall responsibility for Risk Management activities assigned to one individual in your organization?  Yes  No  
IF YES, PLEASE LIST NAME AND TITLE \_\_\_\_\_  
IF NO, PLEASE DESCRIBE HOW THESE FUNCTIONS ARE MONITORED \_\_\_\_\_
35. Does the applicant conduct patient/client surveys?  Yes  No  
IF YES, PLEASE ATTACH A SAMPLE.
36. Are the results of patient/client surveys used to improve day-to-day operations?  Yes  No

**SECTION VI — COVERAGE INFORMATION**

LIMITS DESIRED

NOTE: PROFESSIONAL AND GENERAL LIABILITY LIMITS SHOULD BE THE SAME.

37. Health Care Facility Professional Liability

**Claims Made Coverage**

- \$1,000,000 Each Loss — \$3,000,000 Aggregate Limit  
 \$\_\_\_\_\_ Each Loss — \$\_\_\_\_\_ Aggregate Limit

Commercial General Liability

**Occurrence Coverage**

- \$1,000,000 Each Loss — \$3,000,000 Aggregate Limit  
 \$\_\_\_\_\_ Each Loss — \$\_\_\_\_\_ Aggregate Limit

38. **FLAT DEDUCTIBLES: (Applicable to both professional and general liability.)**

- |                                  |                                   |
|----------------------------------|-----------------------------------|
| <input type="checkbox"/> None    | <input type="checkbox"/> \$10,000 |
| <input type="checkbox"/> \$1,000 | <input type="checkbox"/> \$15,000 |
| <input type="checkbox"/> \$2,500 | <input type="checkbox"/> \$20,000 |
| <input type="checkbox"/> \$5,000 | <input type="checkbox"/> \$25,000 |

39. **PARTICIPATING DEDUCTIBLES: (Applicable to both professional and general liability.)**

- |                                  |                                   |
|----------------------------------|-----------------------------------|
| <input type="checkbox"/> None    | <input type="checkbox"/> \$10,000 |
| <input type="checkbox"/> \$1,000 | <input type="checkbox"/> \$15,000 |
| <input type="checkbox"/> \$2,500 | <input type="checkbox"/> \$20,000 |
| <input type="checkbox"/> \$5,000 | <input type="checkbox"/> \$25,000 |

40. **DESIRED EFFECTIVE DATE:** \_\_\_\_\_

**RETROACTIVE DATE REQUESTED:** \_\_\_\_\_

PLEASE ATTACH A COPY OF YOUR MOST RECENT DECLARATIONS PAGE FROM YOUR PRESENT CARRIER INDICATING THE ORIGINAL EFFECTIVE DATE OF COVERAGE AND A CURRENT PAID THROUGH DATE.

**SECTION VII — DESCRIPTION OF SERVICES**

41. **Services Provided**

Check each box that applies. Please provide requested information for each classification. (Provide projected information for the next 12 months.)

<u>Counseling/Rehabilitation</u>	<u>Visits<sup>1</sup></u>	<u>Laboratory</u>	<u>Annual Receipts<sup>3</sup></u>
<input type="checkbox"/> Cardiac Rehabilitation	_____	<input type="checkbox"/> Dental	_____
<input type="checkbox"/> Crisis Stabilization	_____	<input type="checkbox"/> Medical	_____
<input type="checkbox"/> Developmental Disability	_____	<input type="checkbox"/> Ocular	_____
<input type="checkbox"/> Mental Health/Counseling	_____	<input type="checkbox"/> Optical Establishment	_____
<input type="checkbox"/> Physical or Occupational Rehab	_____	<input type="checkbox"/> Pathology	_____
<input type="checkbox"/> Substance Abuse	_____	<input type="checkbox"/> Pharmaceutical	_____
Counseling	_____	<input type="checkbox"/> Quality Control/Reference	_____
Skilled Medical Services	_____	<input type="checkbox"/> Research/Development	_____
<input type="checkbox"/> Trauma Rehabilitation	_____	<input type="checkbox"/> X-Ray/Imaging Center	_____
Therapy	_____		
Transitional Living	_____		
Skilled Nursing	_____		
<input type="checkbox"/> Weight Loss Center	_____		

<u>Surgical Center</u>	<u>Visits<sup>1</sup></u>	<u>Organ-Blood Tissue</u>	<u>Annual Receipts<sup>3</sup></u>
<input type="checkbox"/> Abortion Clinic	_____	<input type="checkbox"/> Organ or Tissue Procurement _____ (No Direct Processing or Contact)	
<input type="checkbox"/> Birthing Center	_____	<input type="checkbox"/> Organ or Tissue Procurement _____ (Direct Processing or Contact)	
<input type="checkbox"/> Surgicenter	_____		

FOR THE FOLLOWING SERVICES, DESCRIBE YOUR OPERATIONS IN THE REMARKS SECTION, PAGE 15.

<u>Home Care/Hospice</u>	<u>Visits<sup>1</sup></u>	<u>Beds<sup>2</sup></u>
<input type="checkbox"/> Hospice Care	_____	_____
<input type="checkbox"/> Intravenous Therapy	_____	_____
<input type="checkbox"/> Personal/Companion Care	_____	_____
<input type="checkbox"/> Rehabilitation Therapy	_____	_____
<input type="checkbox"/> Respiratory Therapy	_____	_____
<input type="checkbox"/> Skilled Care	_____	_____

<u>Schools For Home Healthcare Professionals</u>	<u>No. Of Students</u>
<input type="checkbox"/> Dental	_____
<input type="checkbox"/> Medical	_____
<input type="checkbox"/> Nursing	_____
<input type="checkbox"/> Optometry	_____
<input type="checkbox"/> Other	_____

<u>Treatment</u>	<u>Visits<sup>1</sup></u>
<input type="checkbox"/> College or University Health Center	_____
<input type="checkbox"/> Dialysis	_____
<input type="checkbox"/> Emergicenter	_____
<input type="checkbox"/> Health Department	_____
<input type="checkbox"/> Urgicenter	_____

<u>Ambulance Companies</u>	<u>No. Of Staff</u>
<input type="checkbox"/> Air Ambulance	_____
<input type="checkbox"/> Ambulance Service Company	_____
<input type="checkbox"/> <b>Medical Registry Services/Medical Personnel Pools</b>	_____

**Examinations**

- Health Examinations Annual Exams \_\_\_\_\_  
(Diagnosis and Inoculations/No Follow-up)
- Insurance Physicals Annual Physicals \_\_\_\_\_
- Pharmacy Annual Receipts \_\_\_\_\_
- Blood or Plasma Bank Annual Donations \_\_\_\_\_

**Community Health Center (Non-Profit)**

- Visits \_\_\_\_\_
- Physician Hours \_\_\_\_\_
- Surgical Procedures<sup>4</sup> \_\_\_\_\_
- Deliveries \_\_\_\_\_
- Abortions \_\_\_\_\_

**Board & Care Facilities****Beds<sup>2</sup>**

- Detoxification Facility \_\_\_\_\_
- Group Home \_\_\_\_\_
- Halfway House \_\_\_\_\_

<sup>1</sup> Use a threshold count. Count each patient each time they enter the healthcare facility for health related services, regardless of the number of departments visited or the number of procedures/treatments performed within each department. For home care, count each patient each time you visit for health related services.

<sup>2</sup> Use the average number of occupied beds, which is defined as total annual inpatient days divided by 365.

<sup>3</sup> This figure can be found on your financial statement. Do not adjust this figure for items such as profit, uncollectible accounts or amount billed but not paid by third party payers.

<sup>4</sup> Surgical procedures are defined as all procedures cutting beyond the subcutaneous layer, hemorrhoidectomies and all other procedures limited to the anal ring, herniorrhaphies (including inguinal, femoral, epigastric, ventral and umbilical), myringotomies, tonsillectomies and adenoidectomies.

**SECTION VIII — SERVICES****42. Locations Where Services Are Provided — In Percentages (%) (Total must equal 100%)**

- |   |   |
|---|---|
| <input type="checkbox"/> Private Homes _____% | <input type="checkbox"/> Clinics _____%         |
| <input type="checkbox"/> Nursing Homes _____% | <input type="checkbox"/> Doctor's Office _____% |
| <input type="checkbox"/> Hospitals _____%     | <input type="checkbox"/> Other Locations _____% |
- PLEASE SPECIFY:* \_\_\_\_\_

**43. Types Of Services Provided — In Percentages (%) (Total must equal 100%)**

- |  |  |
|--|--|
| <input type="checkbox"/> Personal Care Chore or Companion _____% | <input type="checkbox"/> Respiratory Therapy _____%    |
| <input type="checkbox"/> Rehabilitation _____%                   | <i>CIRCLE ONE:</i>                                     |
| <input type="checkbox"/> Infusion Therapy _____%                 | Trachea Care/Ventilator Care                           |
| <input type="checkbox"/> Hospice _____%                          | <input type="checkbox"/> Radiation _____%              |
| <input type="checkbox"/> Supplemental Staffing _____%            | <input type="checkbox"/> Radiation Therapy _____%      |
| <i>PLEASE COMPLETE SECTION X — SUPPLEMENTAL STAFFING</i>         | <input type="checkbox"/> Skilled Nursing Care _____%   |
| <input type="checkbox"/> Obstetrical Services _____%             | <input type="checkbox"/> Training Consultants _____%   |
| <input type="checkbox"/> Adult Daycare _____%                    | <input type="checkbox"/> Infant Care _____%            |
| <input type="checkbox"/> Child Daycare _____%                    | <input type="checkbox"/> Pediatric Care _____%         |
| <input type="checkbox"/> Medical Equipment Supplier _____%       | <input type="checkbox"/> Retail Pharmacy _____%        |
| <input type="checkbox"/> Meals On Wheels _____%                  | <input type="checkbox"/> Closed Pharmacy _____%        |
|  | <input type="checkbox"/> Clinics Owned/Operated _____% |
|  | <input type="checkbox"/> Other Services _____%         |
- PLEASE SPECIFY:* \_\_\_\_\_

44. Services Of Healthcare Professionals — Indicate Number In Each Category

HEALTHCARE PROFESSIONALS	EMPLOYEES		CONTRACTORS		VOLUNTEERS	
	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
Acupuncturists						
Chiropractors						
Dentists						
Dietitians						
Emergency Medical Technicians						
Hearing Aid Dispensers						
Home Health Aides						
L.P.N.s/L.V.N.s						
Marriage and Family Therapists						
Mental Health Counselors						
Nurses (R.N.s)						
Nurse Anesthetists						
Nurse Midwives						
Nurse Practitioners/Clinicians						
Nutritionists						
Occupational Therapists						
Opticians						
Orthopedic Technicians						
Oral and Maxillofacial Surgeons						
Perfusionists						
Pharmacists						
Physical Therapists						
Physicians						
Physician Assistants						
Podiatrists						
Psychologists						
Respiratory Therapists						
Social Workers						
Speech Therapists						
Technicians						
Other (Describe in the Remarks Section, Page 15.)						
<b>TOTALS</b>						

**SECTION IX — SALARIED EMPLOYEES/INDEPENDENT CONTRACTORS**

45. Physicians Who Are Salaried Employees Of Or Independent Contractors For The Facility.

*EACH PHYSICIAN MUST COMPLETE A SEPARATE PHYSICIAN APPLICATION*

NOTE: IF APPLICANT IS A SURGICENTER, PHYSICIAN APPLICATIONS SHOULD NOT BE COMPLETED.

PHYSICIAN'S NAME	NUMBER OF HOURS WORKED PER MONTH

If additional space is needed, please use the Remarks Section, Page 15.



**SECTION X — SUPPLEMENTAL STAFFING**

**46. Supplying Healthcare Providers To Other Facilities For A Fee**

- Clinics \_\_\_\_\_%
- Hospitals \_\_\_\_\_%
- Other Facilities \_\_\_\_\_%

PLEASE SPECIFY: \_\_\_\_\_  
\_\_\_\_\_

- Nursing Homes \_\_\_\_\_%
- Physicians' Offices \_\_\_\_\_%
- Other Facilities \_\_\_\_\_%

PLEASE SPECIFY: \_\_\_\_\_  
\_\_\_\_\_

IF THERE IS NO SUPPLEMENTAL STAFFING, PLEASE CHECK HERE:

**SECTION XI — GENERAL LIABILITY COVERAGE**

**Owned Or Leased Premises**

47. Are any bed or board or overnight services provided?  Yes  No

IF YES, PLEASE EXPLAIN \_\_\_\_\_

48. Do you provide any "high tech" services (i.e.: trachea care, ventilator care, chemotherapy, etc.)?  Yes  No

IF YES, PLEASE EXPLAIN \_\_\_\_\_

49. Does the applicant enter into any contractual agreements (i.e.: with hospitals, nursing homes or other healthcare facilities)?  Yes  No

IF YES, LIST AND ATTACH COPIES OF ALL AGREEMENTS \_\_\_\_\_  
\_\_\_\_\_

a. Do these agreements contain hold harmless or indemnification clauses favorable to the applicant?  Yes  No

50. Are certificates of insurance obtained from all subcontractors?  Yes  No

51. List all entities to be named as additional insureds, including names and insurable interest.

PLEASE ATTACH A COPY OF EACH CONTRACTUAL AGREEMENT — EXCLUDING LANDLORDS

<b>1</b>	<b>NAME</b>
	<b>ADDRESS</b>
	<b>INSURABLE INTEREST</b>
<b>2</b>	<b>NAME</b>
	<b>ADDRESS</b>
	<b>INSURABLE INTEREST</b>

52. Has the applicant sold, acquired, or discontinued any operations in the past five (5) years?  Yes  No

IF YES, PLEASE EXPLAIN \_\_\_\_\_

53. Is the applicant considering any changes in operations or products handled in the next twelve (12) months?  Yes  No

IF YES, PLEASE EXPLAIN \_\_\_\_\_

## SECTION XII — PRODUCTS LIABILITY/MEDICAL EQUIPMENT/SUPPLIES

*PLEASE ATTACH PRODUCT LISTING OF ALL PRODUCTS SOLD, LEASED OR RENTED.*

54. Does the applicant **SELL** any medical supplies and/or equipment?  Yes  No

a. Total Annual Sales \$ \_\_\_\_\_

b. Of the amount indicated as "Total Annual Sales", what portion, if any, applies to pharmaceutical products? \$ \_\_\_\_\_

55. Does the applicant rent or lease any medical supplies and/or equipment?  Yes  No

a. Total Annual Lease or Rental Receipts \$ \_\_\_\_\_

56. Does the applicant repair or do maintenance on any medical supplies or equipment?  Yes  No

a. Total Annual Repair or Maintenance Receipts \$ \_\_\_\_\_

**IF YOU HAVE ANSWERED "NO" TO BOTH 54. AND 55., PLEASE SKIP THE "CATEGORY" SECTION  
IF YOU ANSWERED "YES" TO EITHER 54. OR 55., PLEASE COMPLETE THE REMAINDER OF THIS  
CATEGORY SECTION.**

**CATEGORY I** Expendable Items — Intended for one time usage and then disposed (i.e., adhesive tape, bandages, hypodermic needles, etc.)  
Annual Sales \$ \_\_\_\_\_

**CATEGORY II** Non-Expendable Items — Excluding diagnostic or treatment equipment or devices. This category includes, but is not limited to, hospital beds, bathroom safety bars, portable toilets, patient lifts or hoists, traction apparatus, ambulatory aids such as walkers, strollers, canes, crutches, wheelchairs, etc., and prosthetic devices and IV stands, including medical and surgical instruments unless considered diagnostic or treatment, etc.  
Annual Sales \$ \_\_\_\_\_ Annual Lease/Rental Receipts \$ \_\_\_\_\_

**CATEGORY III** Diagnostic Or Treatment Devices — This category includes oxygen and other medical gases used in conjunction with respiratory therapy (excluding ventilators) treatment devices or equipment **NOT** used to sustain life or perform critical life monitoring functions. Also included are blood pressure gauges, IV pumps, portable EKG machines, or sending devices.  
Annual Sales \$ \_\_\_\_\_ Annual Lease/Rental Receipts \$ \_\_\_\_\_

**CATEGORY IV** Life Sustaining Or Critical Life Monitoring Equipment Or Devices — This category includes dialysis or heart/lung machines, apnea monitors, SIDS monitors or any other life dependent monitors or any other equipment or devices that malfunction/failure or improper function of which could result in death or serious deterioration in health condition. (Please attach a list of Category IV equipment or devices.)  
Annual Sales \$ \_\_\_\_\_ Annual Lease/Rental Receipts \$ \_\_\_\_\_

**NOTE:** TOTAL AMOUNT OF ANNUAL SALES IN CATEGORIES I-IV MUST EQUAL AMOUNT IN 54.; TOTAL AMOUNT OF ANNUAL LEASE RENTAL RECEIPTS MUST EQUAL 55.

57. Does the applicant manufacture any products?  Yes  No
58. Is the applicant named as an additional insured/vendor on the manufacturer's policy for any/all products? (Required for any Category IV products.)  Yes  No  
 IF YES, PLEASE EXPLAIN \_\_\_\_\_
59. Does the applicant obtain certificates of insurance from its products suppliers?  Yes  No
60. Does/has the applicant ever distributed or directly imported products from a foreign manufacturer?  Yes  No  
 a. IF YES, PLEASE DESCRIBE \_\_\_\_\_  
 b. IF YES, DOES THE FOREIGN MANUFACTURER HAVE A U.S. LOCATION?  Yes  No  
 c. IF YES, WHERE? \_\_\_\_\_
61. Are written instructions for the use of the products provided to the user?  Yes  No
62. Are these instructions reviewed and required to be signed off by users?  Yes  No
63. Does the applicant modify any product in any way from its intended use?  Yes  No  
 IF YES, PLEASE EXPLAIN \_\_\_\_\_
64. Does the applicant repackage or relabel any of the items obtained from suppliers?  Yes  No  
 IF YES, PLEASE EXPLAIN \_\_\_\_\_
65. Is any of the equipment sold with the applicant's label?  Yes  No
66. Does the manufacturer's label remain on the equipment?  Yes  No
67. Does the applicant maintain a written quality control program?  Yes  No
68. Is all equipment checked and their condition documented prior to their release?  Yes  No
69. Are serial numbers of the finished product shown on shipment invoices?  Yes  No
70. Are complete records kept of inventory shipments?  Yes  No
71. Does the applicant use the services of an EPA approved contractor for disposal of hazardous waste materials?  Yes  No  
 IF YES, WHAT ARE THESE PRODUCTS? \_\_\_\_\_  
 \_\_\_\_\_
72. Are any products flammable or explosive?  Yes  No  
 IF YES, PLEASE EXPLAIN \_\_\_\_\_  
 \_\_\_\_\_
73. Does the applicant have any exposure to nuclear or radioactive materials?  Yes  No  
 IF YES, PLEASE EXPLAIN \_\_\_\_\_  
 \_\_\_\_\_

74. On oxygen, oxygen related equipment, life sustaining or critical life monitoring equipment or devices, describe the twenty-four (24) hour services, three hundred sixty-five (365) day/year program that exists. If extra space is needed, please use the Remarks Section, Page 15.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

75. Does the applicant distribute oxygen cylinders?  Yes  No

IF YES, ARE THEY PRE-FILLED  Yes  No

OR

ARE THEY FILLED AT THE APPLICANT'S FACILITY?  Yes  No

76. Does the applicant follow FDA and DOT regulations for the sterilization and transportation of oxygen?  Yes  No

**SECTION XIII — PRODUCTS LIABILITY/MAINTENANCE AND/OR REPAIR OF EQUIPMENT**

77. Does the applicant perform maintenance on all equipment according to a written schedule?  Yes  No

78. Does the applicant repair or sell other suppliers' used equipment?  Yes  No

IF YES, PLEASE EXPLAIN \_\_\_\_\_

IF YES, GIVE PERCENTAGE OF TOTAL SALES/RECEIPTS Repair \_\_\_\_\_% Sales \_\_\_\_\_%

79. If repairs are made, are separate records kept?  Yes  No

IF YES, PLEASE PROVIDE REPAIR PAYROLL \$ \_\_\_\_\_

80. Does the applicant subcontract labor for installation, service or repair of any products?  Yes  No

IF YES, PLEASE INDICATE WHICH CATEGORY OF EQUIPMENT THIS APPLIES TO \_\_\_\_\_

\_\_\_\_\_

81. The applicant performs maintenance and/or repairs on the following types of equipment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

82. Are manufacturers' recommendations followed for all maintenance and repair of equipment?  Yes  No

83. Are certificates of insurance obtained from those entities that provide the maintenance and repair of equipment?  Yes  No

**SECTION XIV — CLAIMS/LOSS HISTORY**

Insurance History

84. Prior **PROFESSIONAL LIABILITY** coverage for the past five (5) years:

INSURANCE CARRIER	LIMITS OF LIABILITY	EFFECTIVE DATES	ANNUAL PREMIUM	CLAIMS MADE FORM OR OCCURRENCE	RETRO DATE CLAIMS MADE ONLY

85. Prior **GENERAL LIABILITY** coverage for the past five (5) years:

INSURANCE CARRIER	LIMITS OF LIABILITY	EFFECTIVE DATES	ANNUAL PREMIUM	CLAIMS MADE FORM OR OCCURRENCE	RETRO DATE CLAIMS MADE ONLY

86. If a current loss summary is available from present or previous carriers, please attach a copy.

87. Has a claim, incident or suit for alleged malpractice been brought against the applicant within the last ten (10) years?  Yes  No

IF YES, COMPLETE A CLAIM INFORMATION SHEET (PAGE 14) FOR EACH CLAIM.

88. Is there knowledge of any incident(s) that might provide a basis for any claim or suit to be brought against the applicant? (Include any non-billing or non-record transfer related requests for medical records.)  Yes  No

IF YES, DESCRIBE IN REMARKS SECTION, PAGE 15.

89. For renewal business, has the applicant reported any losses to its prior carrier during the last year?  Yes  No

IF YES, DESCRIBE IN REMARKS SECTION PAGE 15.

90. Has any insurance company canceled, declined coverage or modified (i.e. reduced limits, assigned a deductible, restricted coverage, surcharged rates) or refused renewal for any professional liability insurance?  Yes  No

IF YES, DESCRIBE IN REMARKS SECTION, PAGE 15. INCLUDE COMPANY NAME AND POLICY NUMBER.

**SECTION XV — SURVEY DATA**

91. Please name the individual whom our Risk Management representative may contact for an on-site review of the applicant's facility:

\_\_\_\_\_ Name and Title

\_\_\_\_\_ Telephone Number

**SECTION XVI — CLAIMS INFORMATION**

PLEASE MAKE COPIES OF THIS PAGE AS NEEDED.

NOTE: Please provide sufficient information for underwriters to evaluate the medical aspects of the case especially relating to your involvement.

- 1. Name of Patient/Resident \_\_\_\_\_ 2. Age \_\_\_\_\_ 3.  Male  Female
- 4. Allegation \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 5. Date claim was made or filed \_\_\_\_\_ 6. Date of incident leading to allegation \_\_\_\_\_
- 7. Insurance company \_\_\_\_\_
- 8. Additional defendants \_\_\_\_\_
- 9. Location of occurrence \_\_\_\_\_
- 10. Disposition of claim  OPEN  CLOSED a. Exact date closed \_\_\_\_\_  
b. Total settlement or judgment \$ \_\_\_\_\_  
c. Amount paid on your behalf \$ \_\_\_\_\_

The following questions should be answered in adequate clinical detail to allow proper evaluation. Please attach copies of the claimant's office and hospital records, laboratory reports and any other information that would be appropriate. Attach additional sheets as required.

- 11. Condition and diagnosis at time of incident (**Include dates of visits**) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 12. Date and description of treatment rendered (**Include dates of visits**) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 13. Condition of patient/resident subsequent to treatment (**Include dates of follow-up treatment**) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand information submitted herein may become part of the Healthcare Facility's Professional and General Liability Application as submitted.

Date \_\_\_\_\_ Signed \_\_\_\_\_



**SECTION XVIII — SIGNATURE**

THIS IS THE SIGNATURE SECTION.

**FALSE INFORMATION**

Any person who knowingly and with intent to defraud any insurance company or other person, files false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act which is a crime.

**DECLARATION AND SIGNATURE**

The undersigned declares that to the best of his or her knowledge and belief the statements set forth herein are true. The undersigned authorizes the release and exchange of information involving past and future underwriting and claims matters between the Company and the present and any past professional association/society of each of the healthcare facility's members or employees, the county association/society in the county in which the healthcare facility operates or operated, its respective committees and insurance consultants, any prior insurance company, and any state licensing board or other governmental agency. The undersigned warrants that he or she is authorized and has the power to complete and execute this request, including the Warranty Statement on behalf of the Healthcare Facility, its subsidiaries and their Directors, Officers, or Insured persons.

THE HEALTHCARE FACILITY UNDERSTANDS THAT THIS IS NOT A BINDER OF INSURANCE, BUT IS INSTEAD A REQUEST FOR A PREMIUM INDICATION ONLY.

NOTE: This application must be signed by the authorized representative of the Healthcare Facility, acting as the authorized agent of the person(s) and entity(ies) proposed for this insurance.

\_\_\_\_\_  
Authorized Representative Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Full Legal Name of Healthcare Facility

\_\_\_\_\_  
Date