

HOSPITAL SUBMISSION REQUIREMENTS

- Appropriate application.
- Ten years hard copy loss information with a recent valuation date. Including full details of allegation on all losses paid or outstanding in excess of \$25,000.
- Five years historical exposure data showing licensed and occupied beds and outpatient visits.
- On a separate page list **names, specialty field, state of license** and **number of hours worked**, of all employed physicians, employed surgeons, interns and residents.
- Most recent J.C.A.H.O. report and state licensure report with recommendations including status of recommendations.
- Current audited financial statement.
- Copy of medical staff by-laws.
- Details about any employed of staff physician whose license has been restricted or suspended.
- A.H.A. survey.
- Job description of the risk manager including the risk management and quality improvement plan.
- Copies of contracts with independent physicians groups.
- Hold harmless agreements.
- Names of all entities to be covered under this policy.

Additional Requirements for SIR Programs

- Recent actuarial review for the S.I.R.
- Trust financial agreement for the S.I.R.
- Trust coverage wording for the S.I.R.
- Financial statement of the trust fund for the S.I.R.

Thank you for using hci for your health care professional liability needs!