POLICY NUMBER _____
COMPANY USE ONLY

MEDPRO RRG Risk Retention Group

SURGERY CENTER LIABILITY APPLICATION

I. ORGANIZATION INFORMATION

PLEASE PRINT LEGIBLY. IF THE APPLICATION IS APPROVED, THE POLICY WILL BE BASED ON THE INFORMATION PROVIDED. PLEASE ANSWER ALL QUESTIONS. IF A QUESTION IS NOT APPLICABLE, STATE "N/A". IF ADDITIONAL SPACE IS NEEDED, PLEASE USE A SUPPLEMENTAL FORM.

A. _____
BROKERAGE FIRM/AGENCY NAME

_____
CITY, STATE, AND ZIP CODE

_____
BROKER/AGENT NAME

_____ - _____ - _____ _____ - _____ - _____ _____
PHONE **FAX** **E-MAIL**

B. CONTACT INFORMATION

_____
APPLICANT NAME (LEGAL CORPORATION NAME)

_____ _____
MAILING ADDRESS **COUNTY**

_____
STREET ADDRESS (IF DIFFERENT)

_____ _____
CONTACT PERSON NAME **TITLE**

_____ - _____ - _____ _____ - _____ - _____ _____ - _____ - _____
BUSINESS PHONE **BUSINESS FAX** **RESIDENCE PHONE**

_____
WEBSITE ADDRESS

C. REQUESTED COVERAGE EFFECTIVE DATE (12:01 AM): _____
This date cannot be earlier than the expiration date of your current policy.

D. REQUESTED COVERAGE EXPIRATION DATE (12:01 AM): _____
Annual policy terms will begin and end on the same month and day.

II. COVERAGES, LIMITS AND DEDUCTIBLES

COVERAGE (*)	REQUESTED LIMITS	POLICY TYPE	DEDUCTIBLE (PRIMARY COVERAGE)
☐ PROFESSIONAL LIABILITY FACILITY	$_____ PER MEDICAL INCIDENT $_____ ANNUAL AGGREGATE	☐ OCCURRENCE ☐ CLAIMS MADE RETRO DATE: _____	☐ NONE ☐ $5,000 ☐ $10,000 ☐ $25,000 ☐ $50,000 ☐ OTHER $_____ THE DEDUCTIBLE APPLIES TO: ☐ INDEMNITY ONLY ☐ INDEMNITY AND EXPENSE
☐ GENERAL LIABILITY FACILITY	$_____ PER MEDICAL INCIDENT $_____ ANNUAL AGGREGATE	☐ OCCURRENCE ☐ CLAIMS MADE RETRO DATE: _____	☐ NONE ☐ $5,000 ☐ $10,000 ☐ $25,000 ☐ $50,000 ☐ OTHER $_____ THE DEDUCTIBLE APPLIES TO: ☐ INDEMNITY ONLY ☐ INDEMNITY AND EXPENSE
☐ EXCESS - PROFESSIONAL LIABILITY - FACILITY	$_____ PER MEDICAL INCIDENT $_____ ANNUAL AGGREGATE	☐ OCCURRENCE ☐ CLAIMS MADE RETRO DATE: _____	
☐ EXCESS - GENERAL LIABILITY FACILITY	$_____ PER MEDICAL INCIDENT $_____ ANNUAL AGGREGATE	☐ OCCURRENCE ☐ CLAIMS MADE RETRO DATE: _____	

If you are requesting shared limit or separate limit coverage for employed or contracted Physicians, Surgeons, Residents, Interns, Fellows, Dentists, Oral Surgeons, CRNAs, Nurse Midwives, CRNPs, Podiatrists, Physician Assistants Or Surgical Assistants, please complete Section III (Coverages, Limits And Deductibles Schedule) of the Surgery Center Supplemental Application.

(*) IF YOU HAVE ENTITIES RELATED TO THE NAMED INSURED (SUBSIDIARIES, JOINT VENTURES, LLCs, PARTNERSHIPS, ETC.), PLEASE COMPLETE SECTION II (SCHEDULE OF RELATED ENTITIES) OF THE SURGERY CENTER SUPPLEMENTAL APPLICATION OR ATTACH A COPY OF YOUR ORGANIZATIONAL CHART WHICH INCLUDES THE INFORMATION REQUESTED.

III. GENERAL INFORMATION

A. TYPE OF LEGAL ENTITY (Please put an "X" in the applicable spaces):

- ☐ Professional Corporation
- ☐ Partnership or Professional Association
- ☐ Joint Venture
- ☐ Limited Liability Corporation (LLC)
- ☐ Other (Please Explain): _____

B. ENTITY OWNERSHIP (Please put an "X" in the applicable spaces):

- ☐ Physician Owned
- ☐ Hospital Owned
- ☐ Independently Owned
- ☐ Other (Please Explain): _____

C. TAX STATUS (Please put an "X" in the applicable spaces):

- ☐ For Profit
- ☐ Not For Profit
- ☐ Other (Please Explain): _____

D. LICENSES HELD BY YOUR FACILITY: _____

E. CERTIFICATIONS/ACCREDITATIONS HELD BY YOUR FACILITY:

☐ CMS ☐ JCAHO ☐ AAAHC ☐ AAAASF ☐ IMQ ☐ OTHER: _____

PLEASE PROVIDE A COPY OF YOUR CERTIFICATE/ACCREDITATION INCLUDING ANY RECOMMENDATIONS MADE.

F. HOW MANY SURGERY CENTER LOCATIONS DO YOU HAVE? _____

IF YOU HAVE MULTIPLE LOCATIONS, ARE ALL LOCATIONS ACCREDITED/CERTIFIED? ☐ YES ☐ NO

IF NO, PLEASE PROVIDE DETAILS: _____

_____

G. MEDICAL DIRECTOR:

_____
NAME OF MEDICAL DIRECTOR

_____ - _____ - _____ _____
PHONE NUMBER **EMAIL**

H. ANNUAL PAYROLL

TOTAL ANNUAL PAYROLL: _____ TOTAL PROJECTED ANNUAL RECEIPTS: _____

I. ARE THERE ANY PLANS FOR MERGERS OR ACQUISITIONS DURING THE NEXT 12 MONTHS? ☐ YES ☐ NO

IF YES, PLEASE EXPLAIN: _____

IV. SURGERY CENTER OPERATIONS

A. INDICATE THE NUMBER OF OUTPATIENT SURGERIES:

PERFORMED AT YOUR FACILITY DURING THE LAST 12 MONTHS: _____

YOU EXPECT TO PERFORM AT YOUR FACILITY DURING THE NEXT 12 MONTHS: _____

B. CATEGORIES OF SURGICAL PROCEDURES

Categories Of Surgical Procedures (List Others In Blanks Provided)	Indicate The Number Of Surgical Procedures That Were Performed At Your Facility During The Last 12 Months	Indicate The Number Of Surgical Procedures You Expect To Perform At Your Facility During The Next 12 Months
Cardiovascular		
Gastroenterology (Endoscopy, Colonoscopy, Etc.)		
Other Colon And Rectal		
General Surgery		
Gynecological		
Neurosurgical		
Obstetrical		
Orthopedic - No Spinal		
Orthopedic - Spinal		
Ophthalmology (Also See Lasik Question IV. C)		
Pain Management		
Plastic - Reconstructive		
Plastic - Cosmetic (*)		
Otorhinolaryngology		
Urological		
Vascular		

(*) Please describe the specific cosmetic procedures being performed: _____

_____

C. SPECIFIC PROCEDURE INFORMATION

Specific Procedure Information	Indicate The Number Of Surgical Procedures That Were Performed At Your Facility During The Last 12 Months	Indicate The Number Of Surgical Procedures You Expect To Perform At Your Facility During The Next 12 Months
Abortions - First Trimester		
Abortions - Second Or Third Trimester		
Bariatric Surgery (**)		
Lasik Surgery		

(**) Please complete the Bariatric Surgery Supplemental Questionnaire (Facilities).

IV. SURGERY CENTER OPERATIONS (CONTINUED)

D. DO YOU HAVE ANY BEDS USED FOR OVER-NIGHT OCCUPANCY? ☐ YES ☐ NO **IF YES, HOW MANY?** _____

ARE ANY LICENSED AS ACUTE CARE HOSPITAL BEDS? ☐ YES ☐ NO **IF YES, HOW MANY?** _____

E. NUMBER OF SURGICAL SUITES/OPERATING ROOMS: _____ **NUMBER OF RECOVERY ROOMS:** _____

F. DO YOU PROVIDE ANY POST-OPERATIVE SERVICES? ☐ YES ☐ NO

IF YES, PLEASE DESCRIBE: _____

WHAT TYPE OF RECOVERY CARE FOLLOWING DISCHARGE FROM THE PACU DO YOU PROVIDE?

☐ NONE ☐ 23 HOUR PROGRAM ☐ 72 HOUR PROGRAM

G. DO YOU PROVIDE ANY MEDICAL PROFESSIONAL SERVICES TO NON-PATIENTS (LABORATORY, PHARMACY, ETC.)? ☐ YES ☐ NO

IF YES, PLEASE EXPLAIN AND PROVIDE ASSOCIATED RECEIPTS OR OUTPATIENT VISITS: _____

H. PLEASE DESCRIBE THE PROVISIONS THAT HAVE BEEN MADE FOR AFTER HOURS AND EMERGENCY CARE:

_____

I. ARE ANY CHANGES PLANNED TO THE SERVICES OR SURGERIES YOU PLAN TO OFFER IN THE NEXT 12 MONTHS? (i.e. ARE YOU ADDING OR DISCONTINUING ANY SERVICES?) ☐ YES ☐ NO

IF YES, PLEASE DESCRIBE: _____

J. HAVE ANY SERVICES OR TYPES OF SURGERIES BEEN DISCONTINUED DURING THE LAST 24 MONTHS? ☐ YES ☐ NO

IF YES, PLEASE DESCRIBE: _____

K. HAVE YOU OR WILL YOU PROVIDE RESEARCH ACTIVITIES FOR PHARMACEUTICALS, SURGERY, BIOMEDICAL EQUIPMENT OR PSYCHOTHERAPY? ☐ YES ☐ NO

If yes, please complete the Research Activities Questionnaire (Facilities).

L. DO YOU HAVE THE FOLLOWING EQUIPMENT AT YOUR FACILITY:

1. CRASH CART WITH FULL CARDIAC LIFE SUPPORT CAPABILITIES AND NECESSARY IV FLUIDS? ☐ YES ☐ NO
2. DEFIBRILLATOR? ☐ YES ☐ NO
3. EKG? ☐ YES ☐ NO
4. OXYGEN? ☐ YES ☐ NO
5. SUCTION? ☐ YES ☐ NO
6. X-RAY WITH THE ABILITY TO DO ON-PREMISE PROCESSING? ☐ YES ☐ NO

M. DO YOU HAVE WRITTEN POLICIES AND PROCEDURES THAT ADDRESS:

1. DOCUMENTATION OF PRE-OPERATIVE CARE, INTRA-OPERATIVE CARE AND POST-OPERATIVE CARE? ☐ YES ☐ NO
2. DOCUMENTATION OF THE PERFORMANCE OF SPONGE AND INSTRUMENT COUNTS IN THE MEDICAL RECORD? ☐ YES ☐ NO
3. DOCUMENTATION OF THE POSITIONING OF PATIENTS DURING SURGERY? ☐ YES ☐ NO
4. DICTATION OF OPERATIVE REPORT WITHIN 24 HOURS OF SURGERY? ☐ YES ☐ NO
5. PHONE CALL TO THE PATIENT WITHIN 24 HOURS OF DISCHARGE? ☐ YES ☐ NO
6. DOCUMENTATION OF PATIENT NOTIFICATION OF ABNORMAL PATHOLOGY RESULTS IN THE MEDICAL CHART? ☐ YES ☐ NO
7. HOW EQUIPMENT AND INSTRUMENTS ARE CLEANED, DISINFECTED AND STERILIZED AT YOUR FACILITY? ☐ YES ☐ NO

IF NOT AT YOUR FACILITY, WHO PROVIDES THIS SERVICE AND WHERE? _____

NAME

_____

STREET SUITE CITY STATE ZIP

IF NO FOR ITEMS 1-7 ABOVE - PLEASE EXPLAIN: _____

N. DO YOU HAVE A WRITTEN DISCHARGE POLICY IN PLACE THAT REQUIRES:

1. THE PATIENT BE EXAMINED BY A PHYSICIAN PRIOR TO DISCHARGE? ☐ YES ☐ NO
2. WRITTEN INSTRUCTIONS (THE ORIGINAL MAINTAINED IN CHART) INCLUDING EMERGENCY CARE PROCEDURES BE GIVEN TO THE PATIENT UPON DISCHARGE? ☐ YES ☐ NO
3. SOMEONE OTHER THAN THE PATIENT DRIVES THE PATIENT HOME AFTER THE SURGICAL PROCEDURE? ☐ YES ☐ NO

IF NO FOR ITEMS 1-3 ABOVE - PLEASE EXPLAIN: _____

O. DO YOU HAVE A WRITTEN EMERGENCY TRANSPORT POLICY AND AN AGREEMENT WITH A LOCAL HOSPITAL? ☐ YES ☐ NO

HOSPITAL PROVIDING EMERGENCY CARE:

_____

NAME

_____

ADDRESS

V. MEDICAL STAFF

A. PLEASE PROVIDE THE INFORMATION REQUESTED BELOW FOR EACH PHYSICIAN THAT PRACTICES AT YOUR FACILITY.
(If more room is needed, please attach a separate roster of Medical Staff)

IMPORTANT NOTE: IF COVERAGE IS DESIRED FOR PHYSICIANS, PLEASE INDICATE THAT ON SECTION III (COVERAGES, LIMITS AND DEDUCTIBLE SCHEDULE) AND SECTION IV (THE SCHEDULE OF MEDICAL PROFESSIONALS) OF THE SURGERY CENTER SUPPLEMENTAL APPLICATION. ALSO COMPLETE A SEPARATE PHYSICIAN INDIVIDUAL PROFESSIONAL LIABILITY INSURANCE APPLICATION FOR EACH PHYSICIAN.

PHYSICIAN'S NAME	INDICATE IF THEY ARE A: MEMBER (M), PARTNER (P), SHAREHOLDER (S), EMPLOYEE (E), CONTRACTED PHYSICIAN (C), OR ALL OTHER (AO)	PRIMARY LICENSE NUMBER	INDICATE PRIMARY SPECIALTY	INDICATE THE NUMBER OF HOURS PER WEEK OR DAYS PER WEEK EACH PHYSICIAN WILL SPEND AT YOUR FACILITY

B. ARE EACH OF THE PHYSICIANS PRACTICING AT YOUR FACILITY BOARD CERTIFIED? ☐ YES ☐ NO

IF NO, HOW MANY ARE NOT BOARD CERTIFIED? _____

C. DO YOU HAVE ANY PHYSICIANS ON STAFF THAT DO NOT MAINTAIN STAFF PRIVILEGES AT A HOSPITAL? ☐ YES ☐ NO

IF YES, PLEASE EXPLAIN: _____

D. PLEASE INDICATE THE NUMBER OF HEALTH PROFESSIONALS, OTHER THAN PHYSICIANS, WHO

WORK AT YOUR FACILITY: _____

IMPORTANT NOTE: IF COVERAGE IS DESIRED FOR HEALTH PROFESSIONALS, OTHER THAN PHYSICIANS, PLEASE INDICATE THAT ON SECTION III (COVERAGES, LIMITS AND DEDUCTIBLE SCHEDULE) AND SECTION V (THE SCHEDULE OF MEDICAL PROFESSIONALS) OF THE SURGERY CENTER SUPPLEMENTAL APPLICATION. IF SEPARATE LIMITS COVERAGE IS DESIRED, ALSO SUBMIT AN APPLICATION FOR EACH INDIVIDUAL THAT COVERAGE IS REQUESTED.

ALLIED PROFESSIONALS EXCEPT PHYSICIANS	# EMPLOYED	# VOLUNTEERS	# CONTRACTED
AIDES			
CRNA'S			
DENTISTS			
LABORATORY TECHNICIANS			
LPN'S/RN'S			
MEDICAL TECHNICIANS			
NURSE MIDWIVES			
NURSE PRACTITIONER			
OCCUPATIONAL THERAPISTS			
OPTOMETRISTS/ OPTICIANS			
ORAL SURGEONS			
PERFUSIONISTS			
PHYSICAL THERAPISTS			
PHARMACISTS			
PHYSICIAN ASSISTANTS			
PODIATRISTS			
RESPIRATORY THERAPISTS			
PSYCHOLOGISTS			
RADIOLOGY / X-RAY TECHNICIANS			
SURGICAL ASSISTANTS			
OTHERS (DESCRIBE)			

E. DO YOU SUPERVISE ANYONE OTHER THAN YOUR OWN EMPLOYEES? ☐ YES ☐ NO

IF YES, PLEASE DESCRIBE THE RESPONSIBILITY OF THE INDIVIDUALS AND WHAT YOUR RELATIONSHIPS ARE TO THESE INDIVIDUALS:

_____

ALSO INDICATE, BY TYPE OF MEDICAL PROFESSIONAL, THE NUMBER OF INDIVIDUALS YOU SUPERVISE: _____

VI. SERVICES INFORMATION

ANESTHESIA

A. NUMBER OF: ANESTHESIOLOGISTS _____ **CRNA'S:** _____

B. ARE ALL ANESTHESIOLOGISTS REQUIRED TO BE BOARD CERTIFIED/ELIGIBLE IN ANESTHESIOLOGY? ☐ YES ☐ NO

C. ARE ALL CRNA'S SUPERVISED BY AN ANESTHESIOLOGIST? ☐ YES ☐ NO

D. IS A PRE-ANESTHESIA EVALUATION DONE BY AN ANESTHESIOLOGIST? ☐ YES ☐ NO

E. IS ANESTHESIA EQUIPMENT EQUIPPED WITH: OXYGEN–ANALYZERS? ☐ YES ☐ NO

DISCONNECT ALARMS? ☐ YES ☐ NO

F. WHO OWNS AND MAINTAINS THE OXYGEN EQUIPMENT? _____

_____

G. DO YOU TREAT CHILDREN? ☐ YES ☐ NO

H. WHAT ASA CATEGORIES ARE TREATED? _____

I. IS THERE A SEPARATE INFORMED CONSENT FOR ANESTHESIA? ☐ YES ☐ NO

J. DO YOU MONITOR THE USE OF REVERSAL AGENTS? ☐ YES ☐ NO

K. OTHER THAN ANESTHESIOLOGISTS OR CRNA'S, LIST ANYONE WHO ADMINISTERS ANESTHESIA OR CONSCIOUS SEDATION:

_____

PHARMACY

A. DO YOU OWN OR OPERATE A PHARMACY? ☐ YES ☐ NO

IF YES, DOES A FULL TIME REGISTERED PHARMACIST DIRECT THE PHARMACY? ☐ YES ☐ NO

B. IS THE PHARMACY STAFFED AT ALL TIMES WHILE THE FACILITY IS OPEN? ☐ YES ☐ NO

C. DOES THE PHARMACY USE A BAR CODING SYSTEM OF DISPENSING MEDICINE? ☐ YES ☐ NO

D. ARE IV ADMIXTURES PREPARED BY A PHARMACIST ON SITE? ☐ YES ☐ NO

VII. RISK MANAGEMENT

A. IS THERE A FORMAL RISK MANAGEMENT PROGRAM? ☐ YES ☐ NO

B. IS THERE A FULL-TIME RISK MANAGER? ☐ YES ☐ NO

IF NO, WHAT ARE THEIR OTHER RESPONSIBILITIES AND HOW MUCH TIME IS DEVOTED TO RISK MANAGEMENT? _____

_____

C. WHAT IS THE NAME AND TITLE OF THE PERSON RESPONSIBLE FOR RISK MANAGEMENT:

_____ _____

NAME TITLE

D. IS THE RISK MANAGER RESPONSIBLE FOR REVIEWING INCIDENT REPORTS? ☐ YES ☐ NO

E. IS THERE A WRITTEN INCIDENT REPORTING PROCEDURE? ☐ YES ☐ NO

1. IF YES, DOES THIS PROCEDURE REQUIRE REVIEW AND APPROPRIATE CORRECTIVE ACTION BE TAKEN? ☐ YES ☐ NO
2. IS FOLLOW-UP MADE TO ASSURE COMPLIANCE? ☐ YES ☐ NO

F. IS THERE AN ON-GOING QUALITY ASSURANCE (QA) COMMITTEE IN PLACE? ☐ YES ☐ NO

1. IF YES, IS THE PERSON RESPONSIBLE FOR RISK MANAGEMENT A MEMBER OF THIS COMMITTEE? ☐ YES ☐ NO
2. TO WHOM IS THE QUALITY ASSURANCE COMMITTEE ACCOUNTABLE?

_____ _____

NAME TITLE

3. WHAT QUALITY INDICATORS ARE MONITORED (PLEASE LIST)? _____

_____

4. DO YOU MONITOR INFECTION RATES AT YOUR FACILITIES? ☐ YES ☐ NO

G. IS THERE AN ACTIVE PEER REVIEW PROCESS FOR PHYSICIANS WHICH IS PART OF THE QUALITY MANAGEMENT PROGRAM? ☐ YES ☐ NO

IF NO, PLEASE EXPLAIN: _____

_____

H. IS THERE AN ON-GOING CONTINUING EDUCATION PROGRAM FOR: NURSING STAFF? ☐ YES ☐ NO

OTHER ALLIED HEALTH PROFESSIONALS? ☐ YES ☐ NO

I. NAME OF THE PERSON OUR RISK MANAGEMENT CONSULTANT MAY CONTACT FOR AN ON-SITE VISIT:

_____ _____

NAME TITLE

VIII. CREDENTIALING

A. WHEN HIRING PROFESSIONALS AND SUPPORT STAFF DO YOU:

1. VERIFY EDUCATIONAL BACKGROUND? ☐ YES ☐ NO
2. CHECK ALL REFERENCES INCLUDING PAST EMPLOYERS? ☐ YES ☐ NO
3. CONFIRM HOSPITAL PRIVILEGES FOR PHYSICIANS AND SURGEONS? ☐ YES ☐ NO
4. CHECK FOR PENDING LICENSE SUSPENSIONS, REVOCATIONS, OR DISCIPLINARY ACTIONS BY OTHER FACILITIES? ☐ YES ☐ NO
5. CHECK CRIMINAL HISTORY? ☐ YES ☐ NO
6. REQUIRE PRIOR MEDICAL PROFESSIONAL CLAIM HISTORY? ☐ YES ☐ NO

B. ARE CREDENTIALS OF EACH PHYSICIAN REVIEWED BY A MEDICAL STAFF COMMITTEE AND APPROVED BY THE GOVERNING BODY PRIOR TO GRANTING PRIVILEGES? ☐ YES ☐ NO

C. IS AN ONGOING QUALITY ASSURANCE REVIEW MAINTAINED ON ALL STAFF MEMBERS' CLINICAL WORK? ☐ YES ☐ NO

D. DO MEDICAL STAFF BYLAWS REQUIRE EACH PHYSICIAN, PODIATRIST AND DENTIST WORKING AT YOUR FACILITY TO MAINTAIN PROFESSIONAL LIABILITY INSURANCE? ☐ YES ☐ NO

1. IF YES, WHAT ARE THE MINIMUM LIMITS OF LIABILITY REQUIRED? $ _____ / $ _____
2. ARE CERTIFICATES OF INSURANCE OBTAINED AT LEAST ANNUALLY FROM EACH INDIVIDUAL TO VERIFY COVERAGE IS IN PLACE? ☐ YES ☐ NO

E. WHAT ARE THE MINIMUM LIMITS OF LIABILITY THAT YOU REQUIRE NON-PHYSICIAN MEDICAL PROFESSIONALS WORKING AT YOUR FACILITY TO CARRY? $ _____ / $ _____

ARE CERTIFICATES OF INSURANCE OBTAINED AT LEAST ANNUALLY FROM EACH INDIVIDUAL TO VERIFY COVERAGE IS IN PLACE? ☐ YES ☐ NO

F. HAS THE LICENSE OF ANY PHYSICIAN, PODIATRIST OR DENTIST BEEN RESTRICTED, REVOKED OR SUSPENDED IN THE LAST FIVE YEARS? ☐ YES ☐ NO

IF YES, PLEASE EXPLAIN: _____

G. HAVE YOU MADE REPORTS TO THE NATIONAL PRACTITIONER DATA BANK OF ANY PEER REVIEW ACTION, SUSPENSION OR PROFESSIONAL LIABILITY PAYMENT INVOLVING ANY MEMBER OF THE MEDICAL STAFF DURING THE LAST FIVE YEARS? ☐ YES ☐ NO

IF YES, PLEASE EXPLAIN: _____

_____

IX. PHYSICAL PLANT

A. PLEASE FURNISH THE FOLLOWING INFORMATION FOR ALL OWNED OR LEASED PROPERTY OPERATED OR OCCUPIED BY YOU. A SEPARATE SUMMARY OF LOCATIONS/EXPOSURES IS ACCEPTABLE, PROVIDED THE INFORMATION OUTLINED BELOW IS FURNISHED.

ADDRESS OF PROPERTY TO BE INSURED	USE/OCCUPANCY	SQUARE FOOTAGE	AGE	TYPE OF CONSTRUCTION	NUMBER OF STORIES	FIRE PROTECTION*
PATIENT CARE BUILDINGS:						
OTHER BUILDINGS:						

*FOR EACH BUILDING INDICATE IF THERE IS A: SPRINKLER SYSTEM - FULL, PARTIAL OR NO SPRINKLER SYSTEM
SMOKE DETECTOR, HEAT DETECTOR
FIRE ALARM - CENTRAL STATION OR LOCAL ALARM

B. DO ALL FACILITIES COMPLY WITH THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 101 LIFE SAFETY CODE 2000 EDITION OR NEWER? ☐ YES ☐ NO

IF NO, PLEASE EXPLAIN _____

X. GENERAL LIABILITY

DO YOU DESIRE GENERAL LIABILITY COVERAGE? ☐ YES ☐ NO
If yes, complete this section. If no, skip to Section XI.

A. IS THERE A PREVENTIVE AND CORRECTIVE MAINTENANCE PROGRAM IN PLACE FOR THE BIO-MEDICAL EQUIPMENT AND SURGICAL MACHINES OR DEVICES AT THE FACILITY? ☐ YES ☐ NO

1. HOW OFTEN ARE NON-EXPENDABLE MEDICAL OR SURGICAL MACHINES OR DEVICES INSPECTED AND MAINTAINED? _____
2. WHO PERFORMS THE MAINTENANCE ON THE ABOVE EQUIPMENT? ☐ EMPLOYEES ☐ INDEPENDENT CONTRACTORS
3. IF INDEPENDENT CONTRACTOR, WHAT IS THE MINIMUM GENERAL LIABILITY LIMIT THAT YOU REQUIRE THEM TO CARRY?
   $ _____ / $ _____
4. DO YOU OBTAIN A CERTIFICATE OF INSURANCE ANNUALLY TO VERIFY THIS COVERAGE IS IN PLACE? ☐ YES ☐ NO

B. IS ANY OF THE BIO-MEDICAL EQUIPMENT USED AT YOUR FACILITY OWNED BY PHYSICIANS? ☐ YES ☐ NO

IF YES, WHO IS RESPONSIBLE FOR THE PREVENTIVE MAINTENANCE, INSPECTION AND REPAIR OF THE EQUIPMENT?

C. DO YOU LEND OR DONATE YOUR BIO-MEDICAL EQUIPMENT TO OTHERS FOR THEIR USE? ☐ YES ☐ NO

IF YES, DESCRIBE: _____

D. DO YOU RENT OR LEASE MEDICAL EQUIPMENT FROM OTHERS? ☐ YES ☐ NO

IF YES, WHO IS RESPONSIBLE FOR THE MAINTENANCE OF THE EQUIPMENT? _____

E. DO YOU USE AN ADVERTISING AGENCY? ☐ YES ☐ NO

1. IF YES, WHAT IS THE MINIMUM PROFESSIONAL LIABILITY LIMIT THAT YOU REQUIRE THEM TO CARRY?
   $ _____ / $ _____
2. ARE YOU INCLUDED AS AN ADDITIONAL INSURED ON THE ADVERTISING AGENCY'S POLICY? ☐ YES ☐ NO
3. IS THERE A HOLD HARMLESS AGREEMENT IN THE CONTRACT IN FAVOR OF YOUR FACILITY? ☐ YES ☐ NO

F. ARE THERE ANY PLANS FOR NEW CONSTRUCTION OR RENOVATIONS DURING THE NEXT 12 MONTHS? ☐ YES ☐ NO

IF YES, PLEASE DESCRIBE THE CHANGES PLANNED INCLUDING THE TIME FRAME AND THE ESTIMATED COST: _____

G. PLEASE INDICATE BELOW WHICH OF THE FOLLOWING APPLY AND SPECIFY THE CORRESPONDING PROJECTED NUMBER OR AMOUNT OF RECEIPTS FOR THE NEXT 12 MONTHS:

HABITATIONAL RISK: INDICATE IF AN: ☐ APARTMENT ☐ DWELLING ☐ HOTEL

1. NUMBER OF UNITS: _____ YEAR BUILT: _____
   a. ARE THERE AT LEAST TWO EXITS LOCATED REMOTELY FROM EACH OTHER? ☐ YES ☐ NO
   b. FOR APARTMENT BUILDINGS AND HOTELS, ARE THERE LIGHTED EMERGENCY EXIT SIGNS? ☐ YES ☐ NO

☐ PAY PARKING RECEIPTS PER YEAR _____

☐ SPECIAL ATHLETIC OR FUND RAISING EVENTS RECEIPTS PER YEAR _____

2. DESCRIBE PLANNED EVENTS FOR THE UPCOMING YEAR AND INDICATE IF ALCOHOL WILL BE SERVED: _____

H. DO YOU LEASE OR RENT SPACE TO OTHERS? ☐ YES ☐ NO

IF YES, INDICATE THE FOLLOWING:

_____
CITY, STATE, AND ZIP CODE

_____ _____
SQUARE FOOTAGE OCCUPANCY/USE OF SPACE

1. DOES YOUR LEASE REQUIRE THE TENANT TO CARRY GENERAL LIABILITY INSURANCE WITH AT LEAST A $1,000,000 LIMIT? ☐ YES ☐ NO
2. DO YOU OBTAIN A CERTIFICATE OF INSURANCE ANNUALLY TO VERIFY THIS COVERAGE IS IN PLACE? ☐ YES ☐ NO
3. IS THE TENANT REQUIRED TO LIST YOU AS AN ADDITIONAL INSURED ON THEIR GENERAL LIABILITY POLICY? ☐ YES ☐ NO

XI. EXCESS LIABILITY

DO YOU DESIRE EXCESS LIABILITY COVERAGE? ☐ YES ☐ NO
If yes, complete this section. If no, skip to Section XII.

A. HAVE YOUR EXCESS PROFESSIONAL OR COMMERCIAL GENERAL LIABILITY LIMITS BEEN INCREASED WITHIN THE LAST FIVE YEARS? ☐ YES ☐ NO

IF YES, WHAT WAS THE PRIOR LIMIT AND WHEN WAS IT INCREASED? _____

XII. COVERAGE HISTORY AND INFORMATION

**** NOTE: QUESTION XII. A. IS NOT TO BE COMPLETED IN THE STATE OF MISSOURI.**

A. HAS ANY COMPANY EVER CANCELLED OR REFUSED TO OFFER INSURANCE COVERAGE? ☐ YES ☐ NO

IF YES, PLEASE PROVIDE DETAILS: _____

_____

B. PLEASE CHECK WHICH TYPE OF NOTICE YOUR PRESENT PROFESSIONAL LIABILITY INSURER REQUIRES BEFORE THEY WILL FORMALLY RECOGNIZE A CLAIM UNDER THEIR POLICY:

☐ SUMMONS AND COMPLAINT OR ATTORNEY DEMAND LETTER.
☐ WRITTEN NOTICE FROM YOU THAT A POTENTIALLY COMPENSABLE EVENT HAS OCCURRED.

C. HAVE YOU CONDUCTED A RECENT REVIEW OF ALL KNOWN CLAIMS AS WELL AS ANY INCIDENTS WHICH MAY GIVE RISE TO FUTURE CLAIMS AND HAVE YOU FORWARDED THEM TO YOUR CURRENT INSURER? ☐ YES ☐ NO

IF YES, PROVIDE THE DATE OF THE REVIEW AND THE NAME AND TITLE OF THE PERSON CONDUCTING THE REVIEW:

____ ____ _____
MM YYYY NAME AND TITLE

D. PLEASE PROVIDE YOUR INSURANCE HISTORY FOR THE LAST FIVE YEARS:

POLICY PERIOD	MOST RECENT YEAR	YEAR 1 PRIOR	YEAR 2 PRIOR	YEAR 3 PRIOR	YEAR 4 PRIOR
PROFESSIONAL LIABILITY					
INSURANCE COMPANY					
LIMITS					
CLAIMS-MADE (CM) OR OCCURRENCE (O)					
PREMIUM					
GENERAL LIABILITY					
INSURANCE COMPANY					
LIMITS					
CLAIMS-MADE (CM) OR OCCURRENCE (O)					
PREMIUM					
EXCESS LIABILITY					
INSURANCE COMPANY					
LIMITS					
CLAIMS-MADE (CM) OR OCCURRENCE (O)					
PREMIUM					

XIII. LOSS INFORMATION (IMPORTANT! COMPLETE FULLY)

For <u>EACH</u> claim, potential claim or suit mentioned below, please complete Section I (Loss History) of the Surgical Center Supplemental Application.

A. Has your organization (independently or through a named insured) been involved now or in the past, directly or indirectly, in a claim, potential claim, or suit arising out of the rendering or failing to render professional services involving former or present partners, members of the corporation, or any former or present employee or independent contractor of the corporation, partnership or organization? ☐ YES ☐ NO

If yes, how many? _____

If yes, have these been reported to your insurer? ☐ YES ☐ NO

B. Does your organization or any of your employees/contractors have knowledge of any incident, or unexpected adverse outcome resulting in injury or death, claim, potential claim, or suit in which you may become involved, including without limitation, knowledge of any injury arising out of the rendering or failing to render professional services which may give rise to a claim involving former or present partners, members of the corporation, or any former or present employee or independent contractor of the corporation, partnership or organization which may give rise to a claim? ☐ YES ☐ NO

If yes, how many? _____

If yes, have these been reported to your insurer? ☐ YES ☐ NO

XIV. ATTACHMENTS

A COPY OF THE FOLLOWING INFORMATION MUST BE SUBMITTED WITH THIS APPLICATION:

A. A COPY OF YOUR CERTIFICATE / ACCREDITATION INCLUDING ANY RECOMMENDATIONS MADE.

B. FINANCIAL INFORMATION. THE MOST RECENT THREE (3) YEARS OF FINANCIAL STATEMENTS INCLUDING THE AUDITOR'S OPINION, IF APPLICABLE.

C. MEDICAL STAFF BYLAWS AND RULES AND REGULATIONS.

D. COPY OF YOUR LETTERHEAD.

E. LIST OF OPERATIONS OR ACTIVITIES PERFORMED THAT ARE NOT OTHERWISE DESCRIBED IN THE APPLICATION.

F. LOSS INFORMATION. RECENTLY VALUED LOSS RUNS FROM INSURANCE CARRIERS COVERING THE LAST TEN (10) FULL YEARS. THE LOSS INFORMATION SHOULD INCLUDE PAID AND RESERVED AMOUNTS.

G. ANNUAL REPORT (IF ONE IS PUBLISHED).

H. ALL CURRENT **ADVERTISING MATERIALS.**

I. ORGANIZATIONAL CHART INCLUDING THE **NAMES OF ALL ENTITIES AND A BRIEF DESCRIPTION OF OPERATIONS.**

J. COPY OF YOUR CURRENT INSURANCE POLICY.

XV. IMPORTANT NOTICE - REPRESENTATIONS, AUTHORIZATIONS, RELEASE AND NOTICES

IMPORTANT NOTICE:
THIS INSURANCE MAY CONTAIN CLAIMS MADE COVERAGE. CERTAIN COVERAGES OF THIS INSURANCE MAY BE LIMITED TO LIABILITY FOR INJURIES FOR WHICH CLAIMS ARE FIRST MADE DURING THE POLICY PERIOD ARISING OUT OF INCIDENTS OR ACTS THAT FIRST OCCURRED ON OR AFTER THE APPLICABLE RETROACTIVE DATE.

PLEASE READ AND REVIEW THE POLICY CAREFULLY.

PLEASE READ AND SIGN

ON BEHALF OF THE ENTITY APPLYING FOR COVERAGE HEREIN:

I HEREBY DECLARE THAT THE ABOVE STATEMENTS AND PARTICULARS ARE TRUE AND THAT NO MATERIAL FACT HAS BEEN KNOWINGLY SUPPRESSED OR MISSTATED.

I AGREE THAT THIS APPLICATION SHALL BE THE BASIS OF THE CONTRACT WITH THE COMPANY.

I AGREE TO NOTIFY THE COMPANY IF THERE IS ANY FUTURE MATERIAL CHANGE IN ANY ANSWER TO THIS APPLICATION, INCLUDING WITHOUT LIMITATION, ANY CHANGE IN PROFESSIONAL SPECIALTY, AFFILIATION, OR WORKING ARRANGEMENT WITH ANY PHYSICIAN, DENTIST, FIRM, OR PROFESSIONAL ASSOCIATION.
I UNDERSTAND THAT ANY MATERIAL MISREPRESENTATION OR OMISSION MADE ON THIS APPLICATION MAY ACT TO RENDER ANY CONTRACT OF INSURANCE NULL AND WITHOUT EFFECT OR PROVIDE THE COMPANY WITH THE RIGHT TO RESCIND COVERAGE.

BY MAKING THIS APPLICATION, I AM NOT RELYING UPON ANY ORAL OR WRITTEN REPRESENTATION THAT COVERAGE HAS OR WILL BE EXTENDED OR THAT A POLICY OF INSURANCE WILL BE ISSUED.

I FURTHER UNDERSTAND AND AGREE THAT THERE IS NO RIGHT TO DEMAND OR EXPECT COVERAGE UNTIL THE COMPANY HAS: (1) RECEIVED A COMPLETED APPLICATION; (2) OFFERED A PREMIUM QUOTE; AND (3) RECEIVED, AS A PRECONDITION TO COVERAGE, THE TOTAL PREMIUM DUE OR, IF THE COMPANY HAS AGREED TO FINANCE THE PREMIUM, THE FIRST INSTALLMENT DUE. IN ADDITION, I UNDERSTAND THAT IF THE PREMIUM OR FIRST INSTALLMENT IS PAID BY CHECK, ELECTRONIC TRANSFER OR MONEY ORDER, IT SHALL NOT BE CONSIDERED AS "RECEIVED" BY THE COMPANY UNTIL IT HAS BEEN HONORED BY THE BANK.

I AGREE THAT IF THESE TERMS ARE NOT COMPLIED WITH, THERE WILL BE NO COVERAGE FOR ANY CLAIM UNDER ANY POLICY OF INSURANCE FOR WHICH I AM APPLYING.

I ALSO UNDERSTAND THAT THE COMPANY MAY WISH TO CONTACT PERSONS, HOSPITALS, SCHOOLS, EMPLOYERS, INSURANCE AGENTS, PROFESSIONAL LIABILITY INSURERS OR OTHER INDIVIDUALS OR ENTITIES TO VERIFY AND/OR ASCERTAIN INFORMATION REGARDING CREDENTIALS AND BACKGROUND BOTH PRIOR TO AND, IF ISSUED, AFTER THE ISSUANCE OF A CONTRACT OF INSURANCE. THEREFORE, I HEREBY INSTRUCT ANY SUCH PERSON, HOSPITAL, SCHOOL, EMPLOYER, INSURANCE AGENT, PROFESSIONAL LIABILITY INSURER OR OTHER ENTITY TO RELEASE TO THE COMPANY ANY INFORMATION REQUESTED, WHICH THE COMPANY, IN GOOD FAITH, BELIEVES TO BE APPLICABLE AND PERTINENT TO THIS APPLICATION AND IF ISSUED, THE CONTRACT OF INSURANCE ISSUED HEREUNDER.

SIGNATURE OF AUTHORIZED INDIVIDUAL	TITLE	DATE

XV. FRAUD NOTICE

MANDATORY: ***ALL APPLICANTS MUST READ AND INITIAL THE FOLLOWING:***

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

INITIAL HERE

MEDPRO RRG Risk Retention Group

Subscriber Agreement and Power of Attorney

WHEREAS, the undersigned subscriber ("Subscriber") acknowledges and agrees that this Subscriber Agreement and Power of Attorney ("Subscriber Agreement") (along with other subscriber agreements) constitute the charter of MEDPRO RRG Risk Retention Group ("MEDPRO RRG") and that the subscribers to MEDPRO RRG from time to time shall together comprise the reciprocal insurer, which shall operate through its Attorney-in-Fact as provided in this Subscriber Agreement as a risk retention group in accordance with federal law and as a risk retention group in the form of a reciprocal captive insurer in accordance with District of Columbia law.

NOW THEREFORE, in consideration of similar agreements executed or to be executed by other subscribers and of the benefits of the exchange of such agreements and of the terms of this Subscriber Agreement, the Subscriber agrees to the following terms and conditions.

1. **Appointment and Powers and Duties of Attorney-in-Fact.**

Subscriber agrees to the appointment of MedPro Risk Retention Services, Inc., an Indiana corporation ("Attorney-in-Fact"), as the Attorney-in-Fact for MEDPRO RRG to carry out the purposes and objectives set forth in this Subscriber Agreement and to carry out all business on behalf of MEDPRO RRG and the subscribers thereto. Attorney-in-Fact is vested with all necessary power and authority to act on behalf of MEDPRO RRG and the subscribers thereto, including conducting the affairs of MEDPRO RRG, managing and operating (directly or through contract with third parties (including affiliates of Attorney-in-Fact)) MEDPRO RRG for the benefit of the subscribers, and causing the issuance and exchange of indemnity, insurance or reinsurance contracts with other subscribers.

2. **Limitations of Liability.**

a. The financial liability of Subscriber shall be limited to the amount of annual premiums on any contracts of indemnity, insurance or reinsurance due from Subscriber, provided, however, that all contracts of indemnity, insurance or reinsurance shall contain a "limit of liability" and in the event it is determined that Subscriber's liability on a claim under said contract of indemnity, insurance or reinsurance exceeds the limit of liability, such excess amount shall be the sole and complete responsibility of Subscriber.

b. Should any suit, legal proceeding or other action be brought against Attorney-in-Fact resulting from or arising out of Subscriber's obligation on any contract of indemnity, insurance or reinsurance that Subscriber may enter into, then and in that event, any and all judgments entered against Attorney-in-Fact in that capacity shall be deemed a legal judgment against Subscriber.

3. **Maintenance and Distribution of Surplus.**

Attorney-in-Fact shall cause MEDPRO RRG to maintain surplus in an amount sufficient to provide for the financial integrity of MEDPRO RRG and in an amount satisfactory to the District of Columbia Department of Insurance, Securities and Banking. In no event, however, shall Attorney-in-Fact be required to contribute its own assets or the assets of any affiliate to MEDPRO RRG.

a. Subscriber authorizes Attorney-in-Fact to accrue for the benefit of MEDPRO RRG and the subscribers net income and savings realized from the exchange of contracts of indemnity, insurance or reinsurance hereunder and the management of MEDPRO RRG and its assets.

b. Subject to the laws of the District of Columbia, if MEDPRO RRG is dissolved by Attorney-in-Fact, Attorney-in-Fact shall, after the full satisfaction of all liabilities and surplus notes of MEDPRO RRG from MEDPRO RRG's assets, pay each subscriber then insured an equitable share of all remaining assets, which payment shall be in full satisfaction of all rights and interests of such subscribers. Amounts to be paid to subscribers shall be distributed on an equitable basis as determined by Attorney-in-Fact.

4. **Term of Subscriber Agreement**.

a. This Subscriber Agreement shall have no fixed term and begins with the commencement of the policy period of any contract of indemnity, insurance or reinsurance issued hereunder to Subscriber and ends upon cancellation or other termination of such contract of indemnity, insurance or reinsurance or upon replacement of this Subscriber Agreement by a modified subscriber agreement provided by Attorney-in-Fact. The period of subscription shall not include any period of coverage under extended reporting policies or extended reporting or tail coverage endorsements.

b. Subscriber agrees that this Subscriber Agreement is expressly limited to the uses and purposes herein expressed and to no other. This Subscriber Agreement may be terminated by Subscriber or by Attorney-in-Fact upon 30 days written notice. The Subscriber's appointment of Attorney-in-Fact and Subscriber's obligations and authorizations under this Subscriber Agreement shall survive the termination of this Subscriber Agreement until any and all claims involving the indemnity, insurance or reinsurance contracts of the Subscriber and any and all other matters existing between the Subscriber and MEDPRO RRG, the Attorney-in-Fact or with third parties have been settled or satisfied. Subscriber agrees that the Attorney-in-Fact shall have the authority and ability to perform all duties and carry out all obligations during any extended reporting or tail coverage endorsements during the term of this Subscriber Agreement or after termination.

c. After termination of this Subscriber Agreement, Subscriber shall have no rights to participate in any distribution of assets upon dissolution of MEDPRO RRG.

5. **Replacement of Attorney-in-Fact**.
Attorney-in-Fact may resign as Attorney-in-Fact upon designation by Attorney-in-Fact of a successor attorney-in-fact and 60 days written notice to existing subscribers. Any such successor attorney-in-fact shall have all the powers, rights and duties provided for in this Subscriber Agreement, and this Subscriber Agreement shall remain in full force and effect with such successor attorney-in-fact.

6. **Principal Office**.
The principal office of MEDPRO RRG shall be maintained in the District of Columbia or at such other place as designated by Attorney-in-Fact.

7. **Limitation of Liability of Attorney-in-Fact**.
Subscriber agrees that no officer, director, or employee of Attorney-in-Fact shall be personally liable to MEDPRO RRG or its subscribers for any breach of duty owed to MEDPRO RRG or its subscribers, provided however that this provision shall not relieve an officer, director or employee from liability for any breach of duty based on an act or omission (a) in breach of such person's duty of loyalty to MEDPRO RRG and its subscribers; (b) not done in good faith or involving a knowing violation of law; or (c) resulting in receipt by such person of an improper personal benefit. Such officers, directors and employees of Attorney-in-Fact shall be entitled to indemnification and advancement of expenses subject to the same exceptions recited above.

8. **Nature of MEDPRO RRG**.
Subscriber acknowledges that MEDPRO RRG is a risk retention group organized in the District of Columbia as a reciprocal captive insurer and as such its contracts of indemnity, insurance or reinsurance are not subject to all state insurance laws and regulations. Further, state insolvency or guarantee funds are not available to risk retention groups, like MEDPRO RRG. Subscriber also acknowledges that MEDPRO RRG is a reciprocal organization under which each subscriber exchanges insurance obligations with the other subscribers through an attorney-in-fact.

9. **Governing Law**.
This Subscriber Agreement shall be governed by and interpreted according to the laws of the District of Columbia without giving effect to the conflict or choice of law provisions of that or any other jurisdiction.

Subscriber Signature

IN WITNESS WHEREOF, the Subscriber has caused this Subscriber Agreement to be executed individually or by its duly authorized officer, as applicable, as of the __ day of _____, 20__.

SUBSCRIBER

By _____

Date: _____ _____

Name and Title

Acceptance

MedPro Risk Retention Services, Inc., an Indiana corporation, Attorney-in-Fact for MEDPRO RRG Risk Retention Group, hereby accepts this Subscriber Agreement from Subscriber.

ATTORNEY-IN-FACT

By _____

Trent Heinemeyer – Vice President and Secretary

MEDPRO RRG Risk Retention Group

SURGERY CENTER SUPPLEMENTAL APPLICATION

I. LOSS HISTORY

IF THE APPLICANT HAS BEEN INSURED WITH MEDPRO RRG RISK RETENTION GROUP FOR LESS THAN TEN YEARS, OR IF IT PARTICIPATED IN A SELF-INSURED RETENTION ARRANGEMENT, PROVIDE A RECENTLY VALUED CLAIMS EXHIBIT FOR ALL CLAIMS DURING THE LAST TEN FULL YEARS. ONLY PROVIDE THE CLAIMS INFORMATION ON THOSE CLAIMS WHICH ARE NOT BEING HANDLED DIRECTLY BY MEDPRO RISK RETENTION GROUP BY AND THROUGH ITS CLAIMS ADMINISTRATOR, THE MEDICAL PROTECTIVE COMPANY.

THE LOSS INFORMATION SHOULD ADDRESS BOTH YOUR PROFESSIONAL AND GENERAL LIABILITY INSURANCE CLAIMS EXPERIENCE INCLUDING PAID AND RESERVED AMOUNTS.

IF MAKING ADDITIONAL COPIES, PLEASE ENTER APPLICANT'S NAME HERE: _____

NOTE: ADDITIONAL DOCUMENTATION (OFFICE/HOSPITAL RECORDS) MAY BE REQUESTED AT THE UNDERWRITING DEPARTMENT'S DISCRETION.

CLAIM NUMBER _____

A. CLAIMANT NAME: _____ AGE: _____

B. DATE OF TREATMENT AND/OR SURGERY, WHICH LED TO THE ALLEGATIONS AGAINST YOU. ____ ____ (MM YYYY)

C. DATE CLAIM/INCIDENT NOTICE RECEIVED. ____ ____ (MM YYYY)

D. NAME OF DOCTOR(S), HEALTH CARE PROVIDER(S) OR OTHER HOSPITAL(S) IF ANY, INVOLVED IN THE CLAIM OR SUIT:

_____

E. DEFENDING INSURANCE CARRIER NAME:

_____

F. WAS A CLAIM MADE OR A SUIT FILED? ☐ YES ☐ NO

G. DISPOSITION OR CURRENT STATUS OF CLAIM OR SUIT: ☐ OPEN ☐ CLOSED

IF CLOSED, DATE OF CLOSING /SETTLEMENT OR AWARD: ____ ____ (MM YYYY)

IF CLOSED, WAS PAYMENT MADE? ☐ YES ☐ NO

IF NO, WAS CLAIM OR SUIT WITHDRAWN? ☐ YES ☐ NO

AMOUNT PAID ON YOUR BEHALF: $ _____

TOTAL AMOUNT OF SETTLEMENT OR AWARD: $ _____

WAS THIS MATTER CLOSED WITH YOUR CONSENT? ☐ YES ☐ NO

IF OPEN, HAS SETTLEMENT BEEN OFFERED? ☐ YES ☐ NO

IF OPEN, HAS TRIAL DATE BEEN SET? ☐ YES ☐ NO

TRIAL DATE: ____ ____ (MM YYYY)

H. NATURE OF ALLEGATIONS IN THE CLAIM OR SUIT:

CONDITION TREATED: _____

TREATMENT PROVIDED: _____

ALLEGED NEGLIGENCE: _____

ALLEGED INJURY: _____

I. PLEASE PROVIDE A NARRATIVE DESCRIPTION OF THE MEDICAL FACTS: (MUST INCLUDE, BUT NOT LIMITED TO THE TYPE OF TREATMENT AND/OR SURGERY INCLUDING YOUR LEVEL OF INVOLVEMENT).

_____

_____

_____

_____

II. SCHEDULE OF RELATED ENTITIES

LIST OF ENTITIES RELATED TO THE NAMED INSURED (SUBSIDIARIES, JOINT VENTURES, LLCs, PARTNERSHIPS, ETC.)

NAME OF ENTITY	DESCRIPTION OF OPERATIONS	DATE ACQUIRED, CREATED OR MERGED	INDICATE YOUR OWNERSHIP PERCENTAGE IN THIS ENTITY	COVERAGE DESIRED? If yes, indicate shared or separate limits.

III. COVERAGES, LIMITS AND DEDUCTIBLES SCHEDULE (IF SHARED OR SEPARATE PHYSICIAN OR ALLIED COVERAGE IS BEING REQUESTED)

PLEASE INDICATE THE COVERAGES, LIMITS AND DEDUCTIBLES DESIRED ON THE CHART BELOW

COVERAGE	REQUESTED LIMITS	OCCURRENCE / CLAIMS-MADE	DEDUCTIBLE / SIR
☐ **PROFESSIONAL LIABILITY - EMPLOYED OR CONTRACTED PHYSICIANS, SURGEONS, RESIDENTS, INTERNS, FELLOWS, DENTISTS AND ORAL SURGEONS - SHARED LIMIT COVERAGE**	IF THIS COVERAGE IS DESIRED, PLEASE COMPLETE A SCHEDULE OF MEDICAL PROFESSIONALS OR PROVIDE A ROSTER WITH EQUIVALENT INFORMATION. SUBMIT SEPARATE APPLICATIONS FOR EACH INDIVIDUAL COVERAGE DESIRED. *IF THIS COVERAGE IS PROVIDED, THE FACILITY'S PROFESSIONAL LIABILITY LIMIT WILL BE SHARED.*	THE COVERAGE TYPE (OCCURRENCE/CLAIMS-MADE) MUST BE THE SAME AS INDICATED IN THE SURGERY CENTER LIABILITY APPLICATION.	THE DEDUCTIBLE MUST BE THE SAME AS INDICATED IN THE SURGERY CENTER LIABILITY APPLICATION.
☐ **PROFESSIONAL LIABILITY - EMPLOYED OR CONTRACTED CRNAs, NURSE MIDWIVES, CRNPs, PODIATRISTS, PHYSICIAN ASSISTANTS AND SURGICAL ASSISTANTS - SHARED LIMIT COVERAGE**	IF THIS COVERAGE IS DESIRED, PLEASE COMPLETE A SCHEDULE OF MEDICAL PROFESSIONALS OR PROVIDE A ROSTER WITH EQUIVALENT INFORMATION. *IF THIS COVERAGE IS PROVIDED, THE FACILITY'S PROFESSIONAL LIABILITY LIMIT WILL BE SHARED.*	THE COVERAGE TYPE (OCCURRENCE/CLAIMS-MADE) MUST BE THE SAME AS INDICATED IN THE SURGERY CENTER LIABILITY APPLICATION.	THE DEDUCTIBLE MUST BE THE SAME AS INDICATED IN THE SURGERY CENTER LIABILITY APPLICATION.
☐ **PROFESSIONAL LIABILITY - EMPLOYED OR CONTRACTED PHYSICIANS, SURGEONS, RESIDENTS, INTERNS, FELLOWS, DENTISTS AND ORAL SURGEONS - SEPARATE LIMIT COVERAGE**	IF THIS COVERAGE IS DESIRED, PLEASE COMPLETE A SCHEDULE OF MEDICAL PROFESSIONALS OR PROVIDE A ROSTER WITH EQUIVALENT INFORMATION. SUBMIT SEPARATE APPLICATIONS FOR EACH INDIVIDUAL COVERAGE DESIRED.	☐ OCCURRENCE ☐ CLAIMS MADE RETRO DATE: _____ **NOTE:** THE UNDERWRITING DEPARTMENT MAY REQUIRE THE SEPARATE LIMIT COVERAGE BE THE SAME POLICY TYPE AS THE SURGERY CENTER.	☐ NONE ☐ $5,000 ☐ $10,000 ☐ $25,000 ☐ $50,000 ☐ OTHER $ _____ THE DEDUCTIBLE APPLIES TO: ☐ INDEMNITY ONLY ☐ INDEMNITY AND EXPENSE
☐ **PROFESSIONAL LIABILITY - EMPLOYED OR CONTRACTED CRNAs, NURSE MIDWIVES, CRNPs, PODIATRISTS, PHYSICIAN ASSISTANTS AND SURGICAL ASSISTANTS - SEPARATE LIMIT COVERAGE.**	IF THIS COVERAGE IS DESIRED, PLEASE COMPLETE A SCHEDULE OF MEDICAL PROFESSIONALS OR PROVIDE A ROSTER WITH EQUIVALENT INFORMATION. SUBMIT SEPARATE APPLICATIONS FOR EACH INDIVIDUAL COVERAGE DESIRED.	☐ OCCURRENCE ☐ CLAIMS MADE RETRO DATE: _____ **NOTE:** THE UNDERWRITING DEPARTMENT MAY REQUIRE THE SEPARATE LIMIT COVERAGE BE THE SAME POLICY TYPE AS THE SURGERY CENTER.	☐ NONE ☐ $5,000 ☐ $10,000 ☐ $25,000 ☐ $50,000 ☐ OTHER $ _____ THE DEDUCTIBLE APPLIES TO: ☐ INDEMNITY ONLY ☐ INDEMNITY AND EXPENSE

IMPORTANT NOTE:

UNLESS OTHERWISE INDICATED BELOW, REQUESTED COVERAGE WILL BE LIMITED TO PROFESSIONAL SERVICES RENDERED, OR WHICH SHOULD HAVE BEEN RENDERED, WHILE EMPLOYED OR UNDER CONTRACT WITH THE APPLICANT OR RELATED ENTITY (SERVICES LIMITED TO DUTY AND SCOPE OF SERVICES). **CHECK ONE**:

☐ LIMITED TO DUTY AND SCOPE OF APPLICANT AS INDICATED ABOVE

☐ REQUESTING 24-HOUR COVERAGE

IV. SCHEDULE OF MEDICAL PROFESSIONALS - PHYSICIANS, SURGEONS, RESIDENTS, INTERNS, FELLOWS, DENTISTS AND ORAL SURGEONS

IF SHARED LIMIT OR SEPARATE LIMIT COVERAGE IS BEING REQUESTED FOR PHYSICIANS, SURGEONS, RESIDENTS, INTERNS, FELLOWS, DENTISTS AND / OR ORAL SURGEONS, PLEASE PROVIDE THE INFORMATION BELOW. ALSO SUBMIT AN APPLICATION FOR EACH INDIVIDUAL THAT COVERAGE IS REQUESTED (SHARED LIMIT OR SEPARATE LIMIT COVERAGE). CLASSIFICATION AND RATING WILL BE BASED ON INFORMATION PROVIDED ON THE APPLICATION.

IF AN APPLICATION IS COMPLETED FOR AN INDIVIDUAL THAT CONFLICTS WITH THE INFORMATION BELOW, THE PROVIDER WILL BE SUBJECT TO RE-CLASSIFICATION AND RE-RATING BASED ON THE ACTIVITIES AND INFORMATION CONTAINED IN THE INDIVIDUAL APPLICATION.

NAME OF MEDICAL PROFESSIONAL	EMPLOYMENT STATUS: (C)ONTRACT (E)MPLOYED (F)ACULTY (R)ESIDENT	NUMBER OF PROCEDURES PERFORMED AT THE SURGERY CENTER	INDICATE: PHYSICIAN, SURGEON, RESIDENT, INTERN, FELLOW, DENTIST OR ORAL SURGEON	DATE OF EMPLOYMENT WITH NAMED INSURED	RESTRICTED (RE) TO NAMED INSURED'S OPERATION OR 24-HOUR (24)	LIMITS: Shared (SH), Separate (SE)

V. SCHEDULE OF MEDICAL PROFESSIONALS - CRNAs, NURSE MIDWIVES, CRNPs, PODIATRISTS, PHYSICIAN ASSISTANTS AND SURGICAL ASSISTANTS

IF SHARED LIMIT OR SEPARATE LIMIT COVERAGE IS BEING REQUESTED FOR CRNAs, NURSE MIDWIVES, CRNPs, PODIATRISTS, PHYSICIAN ASSISTANTS AND / OR SURGICAL ASSISTANTS OR OTHER HEALTHCARE PROFESSIONALS, PLEASE PROVIDE THE INFORMATION BELOW. IF SEPARATE LIMITS COVERAGE IS DESIRED, ALSO SUBMIT AN APPLICATION FOR EACH INDIVIDUAL THAT COVERAGE IS REQUESTED. CLASSIFICATION AND RATING WILL BE BASED ON INFORMATION PROVIDED ON THE APPLICATION.

IF CLAIMS MADE COVERAGE IS BEING REQUESTED, COVERAGE IS DESIGNED TO PROVIDE RETROACTIVE DATES EQUAL TO THE DATE OF EMPLOYMENT WITH THE NAMED INSURED ENTITY. (*) IF COVERAGE IS DESIRED FOR SERVICES PROVIDED PRIOR TO THE DATE OF THE EMPLOYMENT WITH THE NAMED INSURED, PRIOR ACTS COVERAGE WILL BE RATED AND QUOTED IN ADDITION TO THE SERVICES RENDERED ON BEHALF OF THE NAMED INSURED.

IF AN APPLICATION IS COMPLETED FOR AN INDIVIDUAL THAT CONFLICTS WITH THE INFORMATION BELOW, THE PROVIDER WILL BE SUBJECT TO RE-CLASSIFICATION AND RE-RATING BASED ON THE ACTIVITIES AND INFORMATION CONTAINED IN THE INDIVIDUAL APPLICATION.

Instructions For Completing Each Column

#1) Employment Status: (C) Contract, (E) Employed or (F) Faculty
#2) Specialty: CRNA, CRNP, Nurse Midwife, PA, Podiatrist, Surgical Assistant
#3) If CRNP or PA, Does Individual Prescribe Medication? Indicate Yes or No.
#4) If Claims Made coverage type, indicate retro date.
#5) Date Of Employment With First Named Insured (FNI).
#6) Full Time Equivalency (FTE) - Calculate FTE by dividing the total # of hours of professional service per week by 40 hours.
#7) License Number.
#8) Coverage Scope: (RE) Restricted to Named Insured's Operation OR (24) 24-Hour coverage.
#9) Limits: (SH) Shared or (SE) Separate.

Column #:	1	2	3	4	5	6	7	8	9
Name of Medical Professional	**(C), (E) or (F)**	**Specialty**	**Prescr. ? Yes/No**	**If CM, Retro Date**	**Date Of Empl. With FNI**	**FTE**	**License #**	**(RE) OR (24)**	**(SH) or (SE)**