

# SELF ADMINISTRATION QUESTIONNAIRE

## US SPECIALTY UNDERWRITERS, INC.

6140 Parkland Blvd., Suite 300, Mayfield Heights, OH 44124

(440) 605-6100 Fax (440) 605-6101

Principal Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

### Claims Department Structure

1. Number of people in claims department? \_\_\_\_\_ Full time \_\_\_\_\_ Part time \_\_\_\_\_
2. Describe structure of department.
3. What is the average caseload per adjuster? \_\_\_\_\_
4. Do the same people handle workers compensation and major medical claims? Yes \_\_\_\_\_ No \_\_\_\_\_
5. Please attach resumes or list experience and qualifications of claims manager and all claims adjusters.

### Data and Information Systems

1. What type of claims tracking system is used?
2. To what extent can information be extracted (i.e., accident year/policy year basis)? Split between medical and indemnity, paid and reserved, allocated expenses, etc.
3. Has there been a recent change in systems? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, to what extent?

### Reserving Practice

1. Who will set reserves?
2. What method is used (i.e., current or ultimate value)?