

Care Application Checklist

- Complete Application
- Completed claim form for every previous medical malpractice claim
- Curriculum Vitae
- Declaration sheet from your current carrier
- Copy of your license(s)

APPLICANT'S INSTRUCTIONS:

1. Answer all questions; if a question is not applicable, state "NOT APPLICABLE".
2. If Space is insufficient to answer any questions fully, attach a separate sheet.
3. The Application must be signed and dated by the applicant.
4. If the answer to any question is none, state "NONE".
5. Please do not complete the application earlier than 60 days before proposed effective date of coverage.

Preparers Signature x _____ Date _____

Submitted by:
Agency: _____

Address: _____

City: _____ State _____ Zip _____

**APPLICATION FOR PROFESSIONAL LIABILITY INSURANCE FOR
PHYSICIANS AND SURGEONS**

THIS IS FOR A CLAIMS MADE AND ASSERTED POLICY

(PLEASE TYPE OR PRINT IN INK)

1. A. Full Name of Individual Applicant: _____ MD ___ DO ___

B. Date of Birth _____ Place of Birth _____ SS# _____

C. Are you a U. S. Citizen? ____ If "no" please indicate your status and entry into USA on separate sheet.
Include a copy of your current Permanent Visa

D. Email address _____

*We will not sell, license, transmit or disclose your email information outside of CARE

2. A. Principal Office Address

Street: _____

City/State/Zip: _____

County: _____ Phone # _____

Contact Person: _____

B. Mailing Address: (All correspondence from CARE will be sent to the principal address unless otherwise noted)

Street: _____

City/State/Zip: _____

County: _____ Phone # _____

C. Residence Address:

Street: _____

City/State/Zip: _____

County: _____ Phone # _____

D. Other Offices (Please attach a separate sheet for additional office locations)

Street: _____

City/State/Zip: _____

County: _____ Phone # _____

3. Limits of Liability desired: _____
(Limits in policy will govern coverage)

4. Desired Effective Date (12:01 a.m.): _____
Desired Retroactive Date (12:01 a.m.) _____ (attach current policy evidence if coverage is desired.)

5. I practice as: _____ Solo Practitioner (unincorporated) _____ Professional Corporation
_____ Solo Practitioner (incorporated) _____ Partnership
_____ Professional Corporation
_____ Employee of (name): _____
_____ Other (Describe) _____

6. If you practice other than as an employee or an unincorporated solo practitioner:

A. List the names of ALL your partners, your employees or members of your professional association or corporation who practice medicine and their current insurance carriers:

B. Provide the formal corporate, association, partnership or business name and Tax ID #:

C. Would you like coverage for the above entity? ___ Yes ___ No

7. List all states where you are licensed to practice:

State _____ License # _____ Permanent or Temporary? _____

State _____ License # _____ Permanent or Temporary? _____

State _____ License # _____ Permanent or Temporary? _____

If licensed in additional states please attach a separate sheet of paper.

8. A. List hospitals at which you are currently a staff member and show % of work at each hospital.

_____ % _____
_____ % _____
_____ % _____
_____ % _____

B. Briefly describe type and extent of your hospital privileges:

_____ Temporary _____ Permanent

C. Are you Chief or Head of a hospital department? _____ Yes _____ No

If yes, please explain in detail. _____

9. Do you or the firm listed in Question 6.B. above own (wholly or in part), operate or administer any hospital, nursing home or other institution where medical services are customarily rendered? _____

If "yes" provide details, including name, location, size and number of beds.

CURRENT PRACTICE

10. Medical Specialty: _____ % of Practice: _____

Sub-Specialty: _____ % of Practice: _____

Average **weekly** patient load (number of patients seen):

Current calendar year _____ Last calendar year _____ Calendar year before last _____

Number of hours practiced **weekly**:

Current calendar year _____ Last calendar year _____ Calendar year before last _____

% of Practice **outside** of office location: Nursing Home _____; Rehab _____; Other (explain) _____

A. Number of years at current office location: _____

B. Have there been any significant changes in your practice during the past 5 years, i.e. changes in specialty, changes in location, addition or deletion of procedures, etc. Yes No If "Yes", please explain:

MEDICAL PROCEDURES

11. Check the appropriate box, indicating the extent of surgery you perform:

No Surgery except incisions of boils, cysts, or other superficial abscesses or suturing of minor lacerations

Minor Surgery – includes circumcisions other than on newborns and vasectomies # Annually _____

Major Surgery – includes all procedures done under general, spinal or caudal anesthesia # Annually _____

Perform obstetrical procedures

Assisting in surgery on your own patients # Annually _____

Assisting in surgery on patients other than your own # Annually _____

Hospitalist

12. Check the following procedures which you perform.

If none, check here: ⇨

Primary/Assisting

Abortions - # per year: _____

Please also complete Obstetrics & Gynecology supplement to this application

Acupuncture or acupressure

Adenoidectomies

- Anesthesia, general **Please also complete Anesthesiology supplement to this application.**
- Angiography, angioplasty, Arteriography, cardiac catheterization
- Appendectomies

Primary/Assisting

- Banding Hemorrhoids
- Blepharoplasty
- Bronchoscopy
- Cesarean sections - # per year: _____
Please also complete Obstetrics & Gynecology supplement to this application
- Chemabrasion
- Circumcision – Other than newborn
- Colonoscopy
- Cosmetic injection or implants of any kind, including botox, collagens, free fat, silicone
- Cosmetic plastic surgery or procedures (elective)
- Cosmetic plastic surgery (reconstructive)
Please also complete Plastic Surgery supplement to this application.
- Cryosurgery
- D & C's
- Dermabrasion or laser skin resurfacing
- Electro Convulsive Therapy
- Endoscopic procedures
- Endoscopic Retrograde Cholangiopancreatography
- Esophageal Gastro Dilation
- Facelift
- Fertility / Infertility treatment
- Gastric by-pass / stapling or other weight control surgery or procedures
- Hair growing, transplants or scalp reduction surgery
- Hemorrhoidectomy
- Hernias
- Hyperbaric Chamber treatment
- Hysterectomies
Please also complete Obstetrics & Gynecology supplement to this application
- Hypnosis

- Insertion of intrauterine or subcutaneous contraceptive devices
 - Laparoscopy
 - Lasers – used in therapy or surgery
 - Liposuction
 - Lumbar puncture - # per year _____
 - Needle biopsy
 - MOHS microscopic surgery
 - Obstetrical deliveries - # per year: _____
Please also complete Obstetrics & Gynecology supplement to this application
 - OB deliveries at other than a licensed acute care hospital
Please also complete Obstetrics & Gynecology supplement to this application
 - Office x-rays – Over read: Yes No By whom: _____
 - Open reductions of fractures
 - Pain Management **Please also complete Pain Management supplement to this application**
 - Prenatal care
 - Radial keratotomy, LASIX, PRK, AKL, or PTK
 - Radiology Diagnostic
Reads/week _____. Mammograms: Yes/No (circle). If “yes”, #/month _____.
 - Radiation therapy
 - Spinal anesthesia
 - Spinal surgery
 - Telemedicine
 - Tonsillectomies
 - Thoracic Surgery _____%
 - Tubal Ligation
Please also complete Obstetrics & Gynecology supplement to this application
 - Transplant Surgery
 - Trigger point injections (Neck and Spine: yes no)
 - Urological Surgery **Please also complete Urology supplement to this application**
 - Vascular Surgery _____%
 - Vasectomies
 - V.B.A.C.’s - # per year _____
Please also complete Obstetrics & Gynecology supplement to this application
 - Any procedures not customary to specialty: _____
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13. A1. Indicate number of hours per month devoted to hospital emergency room care: _____
- A2. Is this emergency room care: 1. On your own patients only? _____
 2. Required for staff privileges? _____
 3. Other (details) _____

A3. **Please complete Emergency Medicine supplement to this application.**

14. Do you perform or assist in surgery? _____

If "yes", **please complete General Surgery supplement to this application.**

A. Do you perform surgery in your office? _____ if "yes" list surgical procedures: _____

B. Do you perform surgery in other non-hospital facilities? _____ If "yes" list facilities and surgical procedures. _____

C. In the course of surgery, is general anesthesia administered? _____

1. By you? _____
 2. By others? _____

15. Do you practice weight reduction or control (other than by diet-exercise)? _____

Do you prescribe or administer HCG? _____

If "yes", **please complete Bariatric supplement to this application.**

16. Do you participate in any activity, e.g., newspaper columns, broadcasts, etc., whereby professional advice is offered to the public? _____ If "yes" please attach detailed explanation of this activity.

17. A. List number and type of professional employees: **If none, check here:**

_____ Physicians (other than yourself)	_____ Surgeons Assistants
_____ Nurse Practitioners	_____ Physicians Assistants
_____ Nurse Midwives	_____ Nurse Anesthetists
_____ Other (describe with duties in detail, including extent supervised on a separate sheet and attach)	

B. Are all of the above individuals licensed in accordance with applicable state and federal regulations? _____ If "no", attach explanation.

18. ATTACH DETAILED EXPLANATION FOR ANY 'YES'. ANSWERS:

Have you or any of the above employees:

A. Ever been the subject of investigation or disciplinary proceedings or reprimand by a governmental or administrative agency hospital or professional association? _____

B. Ever been convicted for an act committed in violation of any law or ordinance other than traffic offenses? _____

C. Ever been treated for alcoholism or drug addiction or undergone personal psychiatric treatment? _____

D. Ever had any state professional license or license to prescribe or dispense narcotics refused, suspended,

revoked, renewal refused or accepted only on special terms or ever voluntarily surrendered same? _____

E. Ever had any insurance company cancel, decline, refuse to renew or accept only on special terms their malpractice insurance? _____

F. Ever failed any medical licensing or specialty organization examination? _____

G. Have any chronic physical illness or defect? _____

19. Do you supervise any individuals other than your own employees? _____ If "yes" provide a detailed explanation of responsibilities and relationship to the entity which employs these individuals. Also indicate, by profession the number of individuals supervised.

NUMBER	TYPE OF PROFESSION	NUMBER	TYPE OF PROFESSION
_____	Physicians	_____	_____
_____	X-ray Technicians	_____	_____
_____	Laboratory Technicians	_____	_____

20. Are you in the employ of any individual, firm or corporation other than your own? _____
If yes, attach explanation, including details of any responsibilities.

21. Are you under contract to any individual, firm or corporation other than your own? _____
If yes, attach explanation including details of your responsibilities. If this contract contains a hold-harmless agreement, a copy of the contract must be attached to the application.

22. Are you in the employ of any governmental entity? _____
If yes, attach explanation, including details of your responsibilities.

23. Are you under contract to any government entity? _____
If yes, attach explanation, including details of your responsibilities.

24. A. Do you advertise your professional services in any manner (other than a simple listing in the telephone directory)? _____

B. Are you associated with any agency or organization that engages in any kind of advertising for solicitation of patients? _____ If 'yes' submit copy of ALL the advertisements.

25. A. From what medical school did you graduate? _____
Degree: _____ Year: _____
Location of Medical School (City, State, Country) _____

B. If foreign medical student graduate, are you certified by the Educational Council for Medical School Graduates? _____ If "yes". state year and describe _____

C. Residency? _____ If "yes" complete the following for each residency served:

Location _____ From _____ To _____
Type _____ Did you complete? _____

Location _____ From _____ To _____
Type _____ Did you complete? _____

Location _____ From _____ To _____

Type _____ Did you complete? _____

D. Additional Medical Training? _____ If "yes" complete the following:

Location _____ From _____ To _____ Type _____

E. Are you American Board certified? _____ If so, what Specialty _____

Date certified: _____ Date Recertified: _____

26. Do you practice in a surgi-center, abortion clinic, drug control clinic, emergi-center, extended hours walk-in clinic or birthing center? _____ If "yes.", state location and describe: _____

27. Did you practice with other physicians in an employer-employee relationship, ostensible or formal partnership, medical association or medical corporation during the period for which you are requesting Prior Acts Coverage? Yes No

If "yes", list the full name(s) of the entity(ies) and physician(s) with whom you practiced and the period of each such association. Attach additional pages as needed.

NAME OF ENTITY(IES)	NAME OF PHYSICIAN(S)	FROM	TO

CHANGES IN PRACTICE:

Was your practice during the period for which you are requesting Prior Acts Coverage different in any way from your practice as described in this application for Medical Professional Liability Claims-Made Coverage? For instance, did your practice formerly include obstetrical care or emergency room services that you are no longer providing or did you ever perform silicone implants of any kind? Yes No

Did any of your policies contain any coverage restrictions? Yes No

If "yes", please describe, including all applicable dates. Attach additional pages as needed.

28. Indicate membership in professional societies:

A. American Board in Medical Specialties: _____

B. Special Medical Societies: _____

C. Specialty Colleges: _____

D. County Medical and Others: _____

29. Have you participated in any continuing medical education program within the past five years? _____

If yes, describe (include photocopies of CME certificates) _____

30. Do you or the firm named in Question 6. B. above own or operate or provide professional services for or at any health care facility or business enterprise not already clearly described in this application? _____

If yes, describe _____

31. Has any claim* or suit for alleged malpractice **ever** been brought against you or are you aware of circumstances that might reasonably lead to such a claim or suit? Yes No **If "yes", please complete a claim/incident report for each claim.**

*Claims include intent to sue, written demand from patient or lawyer, incidents, withdrawn, settled, etc.

Total Number of Claims _____ # of Open / Reserved _____ # of Closed _____

Have you reported all claims and circumstances that might reasonably lead to a claim or suit to your current carrier? Yes No

32. Are you aware of any acts, errors, omissions or circumstances which may result in a malpractice claim or suit being made or brought against you?

IF "YES" A SUPPLEMENTAL CLAIM INFORMATION FORM MUST BE COMPLETED FOR EACH INCIDENT.

33. List prior professional liability insurance carried for each of the past ten years. IF NONE, STATE NONE.

Insurer	Policy #	Policy Limit	Deductible	Premium	Inception	Expiration	Claims Made or Occurrence
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34. What is the retroactive exclusion date on your current policy? _____

I hereby certify that as of the date of this application, all known claims or suits for incidents which occurred from the retroactive date as stated on Page 1 of this application to (present date) have been reported to my current insurance carrier.

I also warrant that any and all acts, incidents and/or circumstances, of which I am aware, and which might reasonably be expected to result in a claim under the prior acts coverage afforded by any policy issued were disclosed to the Company prior to the effective date of such coverage and are listed previously or by supplemental form attached below.

WARRANTY

These warranties are material to the acceptance of coverage by the insurer, and are made a part of the insurance policy.

Further, I acknowledge and agree that any claims resulting from acts committed prior to the effective date of coverage, and of which I was aware, are specifically excluded from coverage under this policy and any applicable policy coverage excess of this policy.

Any binder of coverage issued by the Company as a result of this application is contingent upon compliance with applicable Federal/State Regulations, Company Underwriting Criteria and Risk Management Inspection regulations.

I further acknowledge that, as a condition precedent to my acceptance, a detailed inquiry and investigation through the use of any means legally available to the aforesaid entities, and I expressly release and discharge the aforesaid entities, their agents, employees and/or representatives from any and all liability which might otherwise be incurred as a result of acts performed in connection with any inquiry or investigation as well as in the evaluation of information so received from whatever source.

I further expressly authorize all individuals and entities to whom legal inquiry is made by the above-named entities or their duly authorized employees, agents, and/or representatives to provide the same with all information and/or documentation within their possession or under their control which pertains to my background, competence and qualifications.

ACKNOWLEDGED AND AGREED: _____

APPLICANT (Signature Required) _____ Date: _____

Signing this application does not bind any carriers to complete the insurance. All information requested in this application is considered material and important. If any carrier agrees to be bound under the terms of this application, your policy is void if you withhold any information from us, mislead us, or attempt to defraud or lie to us about any matter contained in this application.

PLEASE REVIEW THE POLICY CAREFULLY. Except to such extent as may be provided otherwise in the policy, the policy for which application is being made is limited to ONLY THOSE CLAIMS THAT ARE FIRST MADE AGAINST THE INSURED while the policy is in force. Furthermore the policy includes the cost of defense of claims within the policy limit which means that the Policy limit available to pay a claimant WILL be reduced by the cost of investigation, defense and other expenses involved in the defense. The applicant, by signing this application below confirms (his/her) understanding of all provisions represented by the Insurer.

Signature of Applicant _____ Date _____



Professional Liability Claims Information

(Must be printed or typed)

Complete one form for each case. Copies may be made as needed

Insurance Carrier: _____ **Patient Name** _____

Date of Occurrence: _____ **Date of Suit:** _____

Location of Incident: _____

Relationship to Patient (attending physician, surgeon, consultant, etc.)

Primary Defendant: _____ **Co-Defendant:** _____

Patient Outcome: _____

Allegations made about care rendered: _____

Claim Status (Open, Closed, Pending): _____ **Date:** _____

If closed, indicate method of closing: (Circle below)

DISMISSAL

SETTLED

JUDGMENT

CASE-DROPPED

Amount of settlement/judgment: _____ **Date:** _____

Physician (print name): _____ **Date:** _____

I understand that the information submitted here becomes a part of my insurance application and is subject to the same representations and conditions.

Signature of Applicant: _____ Date: _____