

REPORTING REQUIREMENTS

AS OUTLINED BY THE EXCESS POLICY

1. Written notice is required as soon as you learn of any claim involving a loss, which exceeds, or might in the future exceed, 50% of the self-insured retention.
2. Written notice is required on any claim in which the injured employee's disability exceeds 52 weeks, even if the claim is being contested.
3. Immediate ^{*}(within 30 days) written notice is required on any claim involving:
 - a. Fatality
 - b. Spinal cord injury
 - c. A permanent total disability by statute
 - d. Serious burn injury
 - e. Brain injury
 - f. Amputation of a major member
4. Immediate (within 30 days) written notice is required on all occurrences involving two or more employees.

If written notice is not provided within one year of when required, reimbursement will be reduced by 15%. If written notice is not provided within three years of when required, reimbursement will be reduced by 40%.

If you have any questions about the reporting requirements, please contact our claims department.

^{*} Please telephone us at 1-877-975-2667 (toll free) to report catastrophic claims.

Washington Fraud Warning: "It is a crime to knowingly provide false, incomplete, or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits."



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