


<p><b>Name of Policy:</b> Underwriting committee.</p> <p><b>Policy Number:</b> 3364-10-05</p> <p><b>Approving Officer:</b> Provost and Executive Vice President For Health Affairs</p> <p><b>Responsible Agent(s):</b> Vice President and General Counsel and Senior Legal Counsel, Health Science Campus</p> <p><b>Scope:</b> All University of Toledo Campuses The University of Toledo Physicians</p>	 <p><b>Effective date:</b> December 6, 2007</p>
<p><input type="checkbox"/> New policy proposal</p> <p><input checked="" type="checkbox"/> Major revision of existing policy</p>	<p><input type="checkbox"/> Minor/technical revision of existing policy</p> <p><input type="checkbox"/> Reaffirmation of existing policy</p>

(A) Policy statement

The University of Toledo (“UT”), pursuant to an agreement with the University of Toledo Medical Assurance Company, will create and maintain an underwriting committee as part of its medical professional liability insurance underwriting process, which will establish a standardized process with guidelines for the credentialing the insured practitioners of the UT professional liability insurance program (“Insurance Program”).

(B) Purpose of policy

To establish a committee responsible for the underwriting process of the insurance program.

(C) Committee functions

- (1) Establish and revise as necessary an underwriting process, including approval of the application form for the insurance program and all items necessary for insurance underwriting purposes.
- (2) Develop and revise from time to time underwriting guidelines for the insurance program.
- (3) Review each application for participation in the insurance program, determine the insurance risk classification codes and other insurance industry information.
- (4) Work with actuary and excess insurance underwriters to develop physician specialty class codes for use in premium allocation model for UT insurance program and make recommendations to UT.

(D) Committee membership

Members of the underwriting committee will be:

- o UT Medical Center Medical Director;
- o UT Physicians President;
- o UT Physicians Vice President;
- o UT Health Science Campus Senior Legal Counsel;
- o UT Health Science Campus Assistant General Counsel;
- o UT Administrator for Risk Management; and
- o UT Finance Representative.

The chair will be the UT Medical Center Medical Director. The UT Physicians Corporate Administrator/Risk Manager is an ex officio member.

(E) Meetings

The underwriting committee will meet monthly after the UT Medical Center medical staff credentials committee and before the medical staff medical executive committee meetings. Special meetings may be called by the chair as deemed necessary. Confidential minutes will be maintained by general counsel’s office that includes committee actions and recommendations.

A quorum is required to approve any committee action, including changes to the underwriting committee rules. (Policy Number GC – 002). A quorum consists of three voting members.

(F) Protected information

The underwriting committee is a peer review committee as set forth in the Ohio Revised Code. The committee’s proceedings and records will be in confidence.

<p>Approved by:</p> <p><u>/s/ jpg</u>  Jeffrey P. Gold, M.D.  Provost and Executive Vice President  For Health Affairs</p> <p><u>April 2008</u>  Date</p> <p><i>Review/Revision Completed by:  Office of Legal Affairs – Health  Science Campus  Underwriting Committee</i></p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none"> <li>• <i>01-089 Underwriting Committee (former Health Science Campus policy, original effective date 08/01/05)</i></li> </ul> <p>Initial Effective Date: 12/6/2007  Review/Revision Date:  Next review date: 12/6/2010</p>
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