

Claim Review

General

Set up procedures for regularly monitoring all compensation claims		Yes	No	N/A
1.	Are all claims periodically diaried, reviewed and documented?			
2.	Do adjusters and supervisors have manageable claims caseloads?			
3.	Do supervisors review claims files on a regular periodic basis?			
4.	Have all claims been assigned to the proper state?			

Reserve Tracking

Monitor reserves over a specified amount (i.e., \$5,000) prior to Unit Stat filings and Dividend or Retro calculations. Track reserves until their closing as a way of assessing carrier performance.		Yes	No	N/A
1.	Is reporting of open claims, claim reserves and closed claims done on a timely basis?			
2.	Do claims ultimately close within 10-15% of reserved amounts?			
3.	Do reserves on Unit Stat filings match claims file amounts?			
4.	Are reserves on open claims adjusted on a timely basis?			
5.	Are changes in reserves slow in reaching computer loss runs?			
6.	Did you check for excessive claims reserve recoveries or salvages?			
7.	Has a Unit Stat review been performed 30-60 days prior to the Unit Stat filing?			
8.	Have all closable claims been processed prior to Unit State filings?			
9.	Have all open case reserves been validated?			
10.	Have all class codes been validated?			
11.	Have all expenses ben assigned to the reserves for the proper state?			
12.	Have Unit Stat reports been checked thoroughly for data entry errors?			



Subrogation Recovery

Subrogation involves recovering claim costs from other parties that have been determined to be partially or totally at fault. Monitor potential subrogation claims to manage reserve costs.		Yes	No	N/A
1.	Is the subrogation-potential of workers' comp claims identified and pursued?			
2.	Have all claims been checked to ensure they are valid and actually incurred by you?			
3.	Have all subrogated claim receivables been processed prior to Unit Stat filings?			

Litigation Control

Monitor claims to insure control of fraudulent compensation.		Yes	No	N/A
1.	Are claims with a potential for fraudulent compensation identified and pursued?			
2.	Is litigation control of workers' comp claims practiced and managed?			
3.	Are in-house personnel used to reduce legal expenses of insurance company?			

It's our job to make sure the check you write is right!

