



Professional Liability Application for Diagnostic Imaging Services

INSTRUCTIONS: ANSWER ALL QUESTIONS; APPLICANT'S NAME MUST INCLUDE THE NAMES OF ALL BUSINESSES AND LOCATIONS FOR WHICH COVERAGE IS DESIRED. If the answer is NONE, state NONE; if the answer is NOT APPLICABLE, state NOT APPLICABLE (N/A). If the space provided is insufficient to fully answer the question, PLEASE ATTACH A SEPARATE SHEET. NOTE: APPLICATION MUST BE DATED AND SIGNED BY OWNER, PARTNER, OFFICER OR ADMINISTRATOR. PLEASE TYPE OR PRINT IN INK.

PART I. GENERAL INFORMATION

- 1.1 Applicant Name (including dba's): _____
- 1.2 Mailing Address: _____
- 1.3 Location Address (es): _____

- 1.4 County (parish) of each location: _____
- 1.5 Telephone Number: Office _____ Fax _____
- 1.6 Person to contact for survey: Name: _____ Title: _____
Email Address: _____ Phone Number: _____
- 1.7 Year Entity Established: _____ **Tax ID:** _____
- 1.8 Entity is: Individual Sole Proprietorship Partnership Corporation
 Professional Association/Corporation Other. (Describe) _____
- 1.9 Entity is: For Profit Non-Profit (Describe source of funds): _____
- 1.10 **Proposed Effective Date:** _____
- 1.11 Requested Limits of Liability (if available):
- | | | | |
|------------------------|----------|-----|-------------------|
| Professional Liability | \$ _____ | /\$ | |
| General Liability | \$ _____ | | each occurrence |
| | \$ _____ | | general aggregate |
- 1.12 Annual Gross Receipts: Estimated next twelve months - \$ _____
Last twelve months - \$ _____
- 1.13 Annual Remuneration: Estimated next twelve months - \$ _____
Last twelve months - \$ _____
- 1.14 Total Premises Square Footage Occupied by Applicant: _____
- 1.15 Off Premises Services Provided (please describe): _____

PART II. EXPOSURES

2.1 Describe fully the operations, activities, services and professional procedures administered:

2.2 STAFF: _____ Number of Full Time _____ Number Professionals ** _____ Number W-2
 _____ Number of Part Time _____ Number Non-Professional _____ Number 1099

2.3 Does the applicant desire to provide coverage for independent contractor(s) (including them as additional insured(s) on your policy while working on your behalf? _____ Yes _____ No

Complete Below for ** Professional (W-2 and Ind. Contr. 1099) Staff Number/FTE

_____/_____ Physicians-employed (other than Medical Director)*
 _____/_____ Physician-contract (attach copy of contract)*
 _____/_____ X-Ray Technician
 _____/_____ Technician Trainee
 _____/_____ Other (Describe) _____
 _____/_____ Other (Describe) _____

* If any, please complete Physician's Exposure Supplement.

NOTE: ALL **PHYSICIANS** (EMPLOYEE, OWNER, CONTRACTOR, MEDICAL DIRECTOR, ETC) ARE REQUIRED TO HAVE INDIVIDUAL PROFESSIONAL LIABILITY INSURANCE AT LIMITS EQUAL TO THE LIMITS REQUESTED HEREIN.

2.4 Is your facility owned by an M.D.? Yes No

If yes, owner name(s) _____

If yes, indicate % of total services the owner's patient's tests represents: _____%

2.5 Describe the referral source(s) by which patients are directed to the entity. _____

2.6 Number of estimated patient visits next twelve months _____ last twelve months _____

2.7 Does your facility participate in any clinical trials or experimental procedures, equipment or product testing? Yes No

If yes, please attach separate sheet describing the facility's involvement and a copy of the protocol, and any contracts involving same.

2.8 Does your facility own or operate any mobile diagnostic / imaging units? Yes No

If yes, indicate the manufacturer / uses / sites used, and the gross receipts from each unit: _____

2.9 Indicate which of the following devices are utilized by your facility:

_____ CT Scanner _____ PET Scanner _____ SPECT _____ Ultrasound
 _____ MRI _____ MRI with ESR (Other) _____
 _____ Fluoroscope _____ X-Ray (Other) _____

2.10 Is cardiac catheterization performed at your facility? Yes No

If yes, Specify:

(a) what equipment is utilized _____

- (b) who provides the cardiac monitoring _____
- (c) staffing of the catheterization lab and their qualifications, _____
- (d) are your catheterization staff members ACLS trained? Yes No
- (e) describe the protocol for treating medication reactions _____ and,
- (f) list equipment/meds ready for handling of life threatening situations _____

2.11 Are therapeutic procedures performed in your facility? Yes No

If yes, indicate:

(a) whether each procedure is performed by a qualified M.D., or who performs the procedure _____

(b) who prescribes and sets dosage, and supervises the administration of the procedure _____

(c) who calibrates, and what is the frequency of calibration, for the equipment utilized in the procedure _____

2.12 Does your staff **inject** any solutions, medications, and contrast media into any patients? Yes No

If yes, fully describe each substance and its usage, its storage and the number of dosages annually of each:

2.13 Is a physician present to administer/supervise the injection of such substances? Yes No

2.14 Describe the protocol for treating adverse reactions: _____

2.15 Describe the occupied building fully, including: Own Lease Rent

Construction _____ Age of Bldg _____ Number Stories _____ Sq. Ft. Area _____

Wiring Type / Age _____ Prot. Class _____ Smoke Detectors # _____ Fire Alarm _____

Central _____ Local _____ Sprinklered _____ Full _____ Partially _____

Distance Nearest Fire Hydrant _____

2.16 Does applicant provide any professional services under contract? Yes No

If yes attach copy of contract (s) or samples if many are identical.

2.17 **Attach** copy of **letterhead**, service description / advertising **brochures / flyers**.

PART III. RISK MANAGEMENT

3.1 Name, qualifications and years of experience of the Medical Director, manager, supervisors:

Name	Title / Degree	Experience/Training	Assn. Membership
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- 3.2 List applicant entity's memberships in professional organizations: _____

- 3.3 Is the applicant eligible for certification or accreditation? Yes No
If yes, is applicant certified and/or accredited? Yes No
If no, please explain the reason _____

- 3.4 Is the applicant and are all professional employees / contractors licensed in accordance with applicable state and federal laws? Yes No If no, please explain _____

- 3.5 Describe in detail your facility's policy and procedures for the supervision and transfer of temporary inpatient transfers where entity is responsible for the patient while on your premises:

- 3.6 What equipment, etc. does your facility have readily available for handling life threatening situations?

- 3.7 Are tests / film results interpreted or diagnosed by applicant? Yes No
Are tests / film results interpreted or diagnosed by third party under contract to applicant to provide said service? Yes No
If Yes in either situation, who diagnoses / interprets? _____

- Whose letterhead is used to send interpretations / results to client? _____
If No, describe alternative arrangement, (i.e. Statistical results only sent to client with no diagnostic interpretation or comment - client to provide own interpretation, or data sent to lab or other party of clients choosing for interpretation, etc.)

- 3.8 Are radiation meters worn by your professional staff? Yes No
If yes, are regular checks for exposure made? Yes No
- 3.9 Describe the patient screening process your facility utilizes for pregnancy, pacemakers, artificial valves, etc. _____
- 3.10 Does your facility require the professional staff to be CPR trained? Yes No
- 3.11 Who performs the following in your facility?
a. Calibration of diagnostic equipment? _____ Contractor _____ Employee
b. Services/Maintains diagnostic equipment? _____ Contractor _____ Employee
If contractors perform either function, attach copy of contract. If employee, advise position and qualifications:

- 3.12 Have there been any equipment failures/problems resulting in injury to a patient? Yes No
If yes, please describe event(s) and steps taken to avoid recurrence _____

3.13 Do you have policies and procedures in place to report all applicable problems with medical devices to the Federal Drug Administration? Yes No

3.14 Are logs kept of all servicing, maintenance, calibration of precision instruments? Yes No

3.15 Does applicant, or any agency or association on its behalf advertise its professional services in any manner other than a simple listing in the telephone directory? Yes No

If yes, please attach a copy of all advertisements.

3.16 Has the applicant or any of its employees:

a) Ever been the subject of disciplinary or investigatory proceedings or reprimanded by an administrative or governmental agency, hospital or professional association? Yes No

b) Had any professional license refused, suspended, revoked, renewal refused or accepted only with special terms or has applicant or any of its employees voluntarily surrendered any professional license? Yes No

IF THE ANSWER TO 3.15 IS YES, PLEASE ATTACH A DETAILED EXPLANATION.

3.17 Please describe in detail any additional operations, business pursuits, joint ventures in which your facility is currently engaged which would fall outside the scope of typical imaging center operations.

Give Name / Address / Description of Operations / Common Ownership: (or state NONE) _____

PART IV. HISTORY

4.1 List prior professional liability insurers for the past five years, starting with the most recent year.

If none, so state.

	Insurer	Policy Number	Limits of Liability	Premium	Eff. Date	Claims-Made	
						Yes	No
1.	_____	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____	_____	_____

If claims-made, what is the most recent retroactive date? _____

4.2 List prior general liability insurers for the past five years, starting with the most recent year.

If none, so state.

	Insurer	Policy Number	Limits of Liability	Premium	Eff. Date	Claims-Made	
						Yes	No
1.	_____	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____	_____	_____

5. _____

If claims-made, what is the most recent retroactive date? _____

4.3 Have any claims been made or occurrences reported during the past six years against any of the proposed insureds or against any entity in which any proposed insured has or has had an interest?

Yes No

If yes, please describe, indicate status of the claim or suit, and any amount(s) paid or reserved (please attach an additional sheet if necessary). _____

4.4 Does any proposed insured have any knowledge of an event, circumstance or occurrence (other than any listed in 4.3 above) prior to the effective date of the proposed policy, or does any proposed insured foresee that a claim may be brought as a result of said event, circumstance or occurrence?

Yes No

If yes, please describe the event and indicate the reason for anticipation of a claim.

I understand and agree this Application and any and all supplements attached hereto may be made a part of any policy issued, and any such policy will be issued in reliance upon the representation made herein. I further understand and agree that failure to provide a true and accurate response to the foregoing questions may, at the option of the Company, result in the voiding of insurance issued in reliance on this Application and/or denial of claims under any policy issued.

I authorize and consent to investigations of information bearing upon moral character, professional reputation and fitness to engage in the activities of my business including authorization to every person or entity, public or private, to release to the company providing insurance coverage and Greenhill Insurance Services, LLC. any documents, records or other information bearing upon the foregoing.

I understand and agree these investigations shall not be confined to information submitted in this application, but shall include any other sources of information deemed relevant by the Company as may be authorized by law.

Applicant and all owners, employees, and contractors are licensed or duly authorized in all states or jurisdictions where professional services are provided. Applicant warrants the truth of all answers to the above questions, and applicant has not withheld any information calculated to influence the judgment of the insurance company in considering this application.

IMPORTANT: THIS APPLICATION MUST BE SIGNED BY THE APPLICANT. SIGNING THIS FORM DOES NOT BIND THE COMPANY TO COMPLETE THE INSURANCE.

Date

Applicant

Title