TOKIO MARINE HCC

Quote Submission Checklist



- ☐ Legal name of the Employer
- ☐ Type of industry (for SIC purposes)
- ☐ Desired effective date of coverage
- ☐ Date you would like quote returned
- ☐ Location of the group (city, state, zip code). If the employer has multiple locations, please include the number of employees at each location with corresponding zip code
- ☐ Current eligible census
  - Minimum Fields Required (Employee-level)
    - Year of birth/age
    - Gender
    - Residential 3-digit zip code
    - Type of coverage (single, ee+1, family, etc)
    - Type of employee (active, retiree, COBRA)
    - Plan election (if multiple plans)
  - Alternative: Preferred Fields (Member-level)
    - First and last name
    - Full date of birth
    - Gender
    - Residential 5-digit zip code
    - Relationship to employee (self, spouse, child, dependent)
    - Type of employee (active, retiree, COBRA)
    - Plan election (if multiple plans)
  - A Microsoft Excel format is preferred
- ☐ What UR vendor will be used?
- ☐ If a PPO Network is being used, what network? If multiple networks, please indicate by location
- ☐ Current schedule of benefits. Please indicate any benefit changes you would like us to include in the quote, if different from the current schedule. Also, note what coverages are to be included under the specific and/or aggregate coverage (medical, Rx, etc)
- ☐ For Specific Coverage, shock claims in excess of 50% of the current deductible or any serious ongoing condition by diagnosis or prognosis. We are able to utilize up to six years of historical data in our rate calculations
- ☐ For Aggregate Coverage, claims history including a month-by-month aggregate report with the number of employees by month for the past 3 years (if available)
- ☐ What commission level is requested?
- ☐ Is the group currently self-funded?
- ☐ Current and/or renewal rates (whether fully insured or self-funded)

Send all Submissions to:
TMHCCRFPStoploss@tmhcc.com

Captive- CaptiveStopLoss@tmhcc.com
Organ Transplant- rfp.slot@tmhcc.com