

Your Exam Content Outline

The following outline describes the content of one of the South Carolina insurance examinations. The examination will contain questions on the subjects contained in the outline. The percentages indicate the relative weight assigned to each section of the examination. For example, 10 percent means that 6 questions will be drawn from the section on a 60-question exam, 10 will be drawn on a 100-question exam and 15 will be drawn on a 150-question exam.

South Carolina Adjuster's Examination for Workers Compensation Insurance Series 19-25

60 questions – One-hour time limit

1.0 Insurance Regulation 10%

1.1 Director's general duties and powers (38-3-60, 110)

1.2 Licensing requirements

Qualifications (38-47-10)

Nonresident (38-47-20)

Emergency adjuster permit (Reg 69-1)

1.3 Maintenance and duration (38-47-40)

Change of address (38-47-15)

1.4 Disciplinary actions

Cease and desist order (38-57-200, 230)

Hearings (38-3-170; 38-57-200)

Penalties (38-2-10-30; 38-47-70)

1.5 Claim settlement laws and regulations (38-59-20)

1.6 Federal regulation

Fraud and false statements (18 USC 1033, 1034)

2.0 Workers Compensation Insurance 36%

2.1 Workers compensation laws

Types of laws

Monopolistic versus competitive

Compulsory versus elective

South Carolina Workers' Compensation Law
(RL Title 42)

Exclusive remedy (RL 42-1-540)

Employment covered (required, voluntary)
(RL 42-1-130-150, 310, 360)

Covered injuries (RL 42-1-160; RL 42-9-60;
RL 42-15-20, 40)

Occupational disease (RL 42-11-10)

Benefits provided (RL 42-9-10-30, 200, 260,
290; RL 42-13-90; RL 42-15-10, 60-70)

Second injury fund (RL 42-7-310;
RL 42-9-400)

2.2 Workers compensation and employers liability insurance policy

General section

Part One — Workers compensation insurance

Part Two — Employers liability insurance

Part Three — Other states insurance

Part Four — Your duties if injury occurs

Part Five — Premium

Part Six — Conditions

Selected endorsement

Voluntary compensation

2.3 Sources of coverage

South Carolina Workers' Compensation Uninsured
Employers' Fund (RL 42-7-200)

Self-insured employers (RL 42-5-20, 50)

South Carolina residual workers compensation

Voluntary market

3.0 Workers Compensation Claim Principles 40%

3.1 Role of the adjuster

Duties and responsibilities

Relationship to the legal profession

3.2 Contract basics

Elements of a legal contract

Offer and acceptance

Consideration

Competent parties

Legal purpose

Distinct characteristics of an insurance contract

Contract of adhesion

Aleatory contract

Personal contract

Unilateral contract

Conditional contract

Utmost good faith

Representations/misrepresentations

Warranties

Concealment

Fraud

3.3 Negligence

Elements of a negligent act

Defenses against negligence

Absolute liability

Strict liability

Vicarious liability

3.4 Controlling medical costs

Managed care

Utilization review

Inpatient services

Outpatient services

Hospital bill auditing

Designated provider

3.5 Investigation and evaluation

- Compensability
 - Employee/non-employee
 - Arising out of employment
 - Arising in the course of employment
- Documentation
 - First report of injury
 - Claimant statement
 - Insured's records
 - Witness statements
 - Current activity reports
- Medical determination
 - Medical authorization
 - Diagnosis
 - Prognosis
 - Independent Medical Examinations (IMEs)

3.6 Claim reserves

- Components
 - Indemnity
 - Medical
 - Expense
- Factors affecting reserves
- Reserving techniques
 - Individual case method
 - Formula method
 - Round-table technique

3.7 Claims management

- Analysis
 - On-site inspections
 - Selecting an evaluating physician
 - Physician evaluation
- Disposition
- Litigation management
- Settlement negotiation

4.0 Understanding the Language of Medical Reports 14%

4.1 Medical terminology and abbreviations

- Location terms
- Movement terms
- Prefixes, suffixes and root words
- Abbreviations used in medical reports
- Medical specialties

4.2 Basic human anatomy

- Skeletal structure
- Nervous system
- Respiratory system
- Cardiovascular system
- Abdominal organs

4.3 Common occupational injuries and disease

- Strains and sprains
- Dislocations
- Fractures
- Soft tissue injuries
- Brain injuries
- Burn classifications
- Cumulative trauma
- Repetitive motion injuries

Lung diseases

4.4 Medical tests

- Laboratory
- Radiography (X-ray)
- Magnetic resonance imaging (MRI)
- Computerized tomography (CT or CAT)
- Electromyography (EMG)
- Nerve conduction studies
- Myelography
- Arthroscopy
- Electrocardiogram (EKG or ECG)
- Electroencephalography (EEG)