

YOUR EXAM CONTENT OUTLINE

for examinations on or after March 1, 2006.

If you do not receive all three pages of this outline, please contact Prometric.

The following outline describes the content of one of the New Hampshire insurance examinations. The outlines are the basis of the examinations. The examination will contain questions on the subjects contained in the outline. The percentages indicate the relative weights assigned to each part 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.

New Hampshire Public Adjuster's Examination

Series 12-73

100 questions - Two-hour time limit

1.0 Insurance Regulation 9%

1.1 Licensing requirements

Persons to be licensed (402-D:1, 2)

Process (402-D:3)

Qualifications (402-D:4)

Surety bond (402-D:7)

1.2 Maintenance and duration

Renewal (402-D:8)

Contract requirements (402-D:5, 6)

Records (402-D:5(II))

Continuing education (402-D:4-a; Reg 1302.05)

1.3 Disciplinary actions

Cease and desist order (417:12)

Revocation (402-D:9)

Penalties and fines (402-D:10; 417.13)

1.4 Claim settlement laws and regulations (407:12-15; 417:4(XV); Reg 1001.01-.03, .05-.07, .15)

1.5 Federal regulation

Fraud and false statements (18 USC 1033, 1034)

2.0 Insurance Basics 20%

2.1 Contracts

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

Legal interpretations affecting contracts

Ambiguities in a contract of adhesion

Reasonable expectations

Indemnity

Utmost good faith

Representations/misrepresentations

Warranties

Concealment

Fraud

Waiver and estoppel

2.2 Insurance principles and concepts

Insurable interest

Hazards

Physical

Moral

Morale

Causes of loss (perils)

Named perils versus special (open) perils

Direct loss

Consequential or indirect loss

Blanket versus specific insurance

Basic types of construction

Loss valuation

Actual cash value

Replacement cost

Functional replacement cost

Market value

Agreed value

Stated amount

2.3 Policy structure

Declarations

Definitions

Insuring agreement or clause

Additional/supplementary coverage

Conditions

Exclusions

Endorsements

2.4 Common policy provisions

Insureds — named, first named, additional

Policy period

Policy territory

Cancellation and nonrenewal

Deductibles

Other insurance

Nonconcurrency

Primary and excess

Pro rata

Policy limits

Restoration/nonreduction of limits

Coinsurance

Vacancy or unoccupancy

Assignment

- Liberalization
- Third-party provisions
 - Standard mortgage clause
 - Loss payable clause
 - No benefit to the bailee
- 2.5 New Hampshire laws, regulations and required provisions**
 - New Hampshire Valued Policy Law (407:11)
 - New Hampshire Insurance Guaranty Association (404-B)
 - Standard fire policy (407:1-2a, 22)
 - Cancellation and nonrenewal (417-B; 417-C)
 - Concealment, misrepresentation or fraud (407:22; RL 638:20)
 - Terrorism Risk Insurance Act of 2002 (HR 3210)
- 3.0 Adjusting Losses 26%**
 - 3.1 Role of the adjuster**
 - Duties and responsibilities
 - Independent adjuster versus public adjuster
 - Public adjuster versus public adjuster solicitor
 - Relationship to the legal profession
 - 3.2 Property losses**
 - Duties of insured after a loss
 - Notice to insurer
 - Minimizing the loss
 - Proof of loss
 - Special requirements
 - Production of books and records
 - Abandonment
 - Determining value and loss
 - Burden of proof of value and loss
 - Estimates
 - Depreciation
 - Salvage
 - Claim settlement options
 - Payment and discharge
 - 3.3 Claims adjustment procedures**
 - Subrogation procedures
 - Alternative dispute resolution
 - Appraisal
 - Arbitration
 - Competitive estimates
 - Mediation
 - Negotiation
- 4.0 Dwelling ('89) Policy 5%**
 - 4.1 Characteristics and purpose**
 - 4.2 Coverage forms — Perils insured against**
 - Basic
 - Broad
 - Special
 - 4.3 Property coverages**
 - Coverage A — Dwelling
 - Coverage B — Other structures
 - Coverage C — Personal property
 - Coverage D — Fair rental value

- Coverage E — Additional living expense
- Other coverages
- 4.4 General exclusions**
- 4.5 Conditions**
- 4.6 Selected endorsements**
 - Special provisions — New Hampshire (DP 01 28)
 - Automatic increase in insurance (DP 04 11)
 - Broad theft coverage (DP 04 72)
 - Dwelling under construction (DP 11 43)
- 5.0 Homeowners ('00) Policy 15%**
 - 5.1 Coverage forms**
 - HO-2 through HO-6
 - 5.2 Definitions**
 - 5.3 Section I — Property coverages**
 - Coverage A — Dwelling
 - Coverage B — Other structures
 - Coverage C — Personal property
 - Coverage D — Loss of use
 - Additional coverages
 - 5.4 Perils insured against**
 - 5.5 Exclusions**
 - 5.6 Conditions**
 - 5.7 Selected endorsements**
 - Special provisions — New Hampshire (HO 01 28)
 - Limited fungi, wet or dry rot, or bacteria coverage (HO 04 26, HO 04 27)
 - Permitted incidental occupancies (HO 04 42)
 - Earthquake (HO 04 54)
 - Scheduled personal property (HO 04 61)
 - Personal property replacement cost (HO 04 90)
 - Home day care (HO 04 97)
- 6.0 Commercial Package Policy (CPP) 10%**
 - 6.1 Components of a commercial policy**
 - Common policy declarations
 - Common policy conditions
 - Interline endorsements
 - One or more coverage parts
 - 6.2 Commercial property ('02)**
 - Commercial property conditions form
 - Coverage forms
 - Building and personal property
 - Condominium association
 - Condominium commercial unit-owners
 - Builders risk
 - Business income
 - Legal liability
 - Extra expense
 - Causes of loss forms
 - Basic
 - Broad
 - Special
 - Selected endorsements
 - Ordinance or law (CP 04 05)
 - Spoilage (CP 04 40)
 - Peak season limit of insurance (CP 12 30)
 - Value reporting form (CP 13 10)

6.3 Commercial inland marine

- Nationwide marine definition
- Commercial inland marine conditions form
- Inland marine coverage forms
 - Accounts receivable
 - Bailee's customer
 - Commercial articles
 - Contractors equipment floater
 - Electronic data processing
 - Equipment dealers
 - Installation floater
 - Jewelers block
 - Signs
 - Valuable papers and records
- Transportation coverages
 - Motor truck cargo forms
 - Transit coverage forms

6.4 Boiler and machinery ('01)

- Equipment breakdown protection coverage form (BM 00 20)
- Selected endorsements
 - Business income — Report of values (BM 15 31)
 - Actual cash value (BM 99 59)

6.5 Farm coverage ('98)

- Farm property coverage forms
 - Coverage A — Dwellings
 - Coverage B — Other private structures
 - Coverage C — Household personal property
 - Coverage D — Loss of use
 - Coverage E — Scheduled farm personal property
 - Coverage F — Unscheduled farm personal property
 - Coverage G — Other farm structures
- Mobile agricultural machinery and equipment coverage form
- Livestock coverage form
- Definitions
- Causes of loss (basic, broad and special)
- Conditions
- Exclusions
- Limits
- Additional coverages

7.0 Businessowners ('02) Policy 15%

7.1 Characteristics and purpose

7.2 Businessowners Section I — Property

- Coverage
- Exclusions
- Limits
- Deductibles
- Loss conditions
- General conditions
- Optional coverages
- Definitions

7.3 Businessowners Section III — Common Policy Conditions

7.4 Selected endorsements

- Protective safeguards (BP 04 30)
- Utility services — direct damage (BP 04 56)
- Utility services — time element (BP 04 57)