The following outline describes the content of one of the New York 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.

New York Independent General Adjuster Examination Series 17-70

100 questions - 2-hour time limit
Live Date- September 20, 2018

1.0 Insurance Regulation 6%

1.1 Licensing requirements
Qualifications (2108(c, g))
Process (2108(d), (f))
Bond (2108(l))
Fingerprints (2108(d)(2))
Temporary adjuster permit (2108(h, n))
Superintendent's general duties and powers (2404, Financial Services 201, 202, 301)

1.2 Maintenance and duration
Renewal (2108(i, j))
Assumed names (2102(f))
Change of address Reg 25, Part 26.6)
Reporting of actions (2110(i)(j))
Cyber Security Requirements for Financial Services Companies (Reg 23)

1.3 Disciplinary actions
Cease and desist (2405)
Suspension, revocation, and nonrenewal (2110)
Penalties (2127)

1.4 Claim settlement laws and regulations (Reg 25, Part 216)
Unfair claim practices (2601)
Misrepresentation (2108(o))
Suit against insurer (3404)
Prohibitions (Reg 25, Part 26.5)

Consumer privacy regulation (Reg 169, Parts 420.0 to 420.4)

1.5 Federal regulation
Fraud and false statements including 1033 waiver (18 USC 1033, 1034)
Terrorism Risk Insurance Act of 2002 and Extension Act of 2015 (15 USC 6701; S467)

2.0 Insurance Basics 6%

2.1 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
Legal interpretations affecting contracts
Indemnity
Utmost good faith
Representations/misrepresentations
Warranties
Concealment
Fraud
Waiver and estoppel

2.2 Insurance principles and concepts
Insurable interest
Hazards
Physical
Moral
Morale
Negligence
Elements of a negligent act
Defenses against negligence
Damages
Compensatory — special versus general
Punitive
Absolute liability
Strict liability
Vicarious liability
Named perils versus open perils (All risk)
Direct loss
Consequential or indirect loss
Blanket versus specific insurance
Basic types of construction
Loss valuation
Actual cash value
Broad evidence rule
Replacement cost
Guaranteed
Functional
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, defined
Policy period
Policy territory
Cancellation and nonrenewal
Deductibles
Other insurance
Nonconcurrency
Primary
Excess
Pro rata
Contribution by equal shares
Limits of liability
Per occurrence (accident)
Per person
Aggregate
Split
Combined single
Reinstatement of limits
Coinsurance
Vacancy or unoccupancy
Named insured provisions
Assignment
Abandonment
Duties after loss
Insurer provisions
Liberalization
Subrogation
Salvage
Loss settlement options
Duty to defend
Third-party provisions
Standard mortgage clause
Loss payable clause
No benefit to the Bailee

3.0 Adjusting Losses 11%

3.1 Role of the adjuster
Duties and responsibilities
Staff and independent adjuster versus public adjuster
Relationship to the legal profession

3.2 Claim reporting
Claim investigation
Claim file documentation of events
Types of reports
- Initial or first field
- Interim or status
- Full formal

3.3 Property losses
Duties of insured after a loss
- Notice to insurer
- Mitigating the loss
- Proof of loss
- Special requirements
- Produce books and records
- Abandonment

Determining value and loss
- Burden of proof of value and loss
- Estimates
- Depreciation
- Salvage
- Claim settlement options
- Payment and discharge
- Total Loss Valuation Methods (Reg 64, Part 216.7 (c)(1))

3.4 Liability losses
Investigation procedures
- Verify coverage
- Determine liability
Gathering evidence
- Physical evidence
- Witness statements

Determining value of intangible damages

3.5 Coverage problems
Dealing with coverage disputes
- Reservation of rights letter
- Nonwaiver agreement
- Declaratory judgment action

3.6 Claims adjustment procedures
Settlement procedures
- Advance payments

Draft authority
Execution of releases
Subrogation procedures
Alternative dispute resolution
Appraisal
Competitive estimates
Negotiation
Arbitrator
Mediator

Coverage Problems
- Reservation of Rights Letter
- Non-Waiver Agreement

4.0 Accident and Health Insurance Basics 6%

4.1 Definition of potential claims
- Accidental injury
- Sickness and health

4.2 Principal types of claims and benefits
- Loss of income from disability
- Hospital and medical expense
- Long-term care expense

4.3 Classes of accident and health insurance policies
- Individual and group
- Private versus government
- Limited versus comprehensive
- Self-insured versus insured

4.4 Limited policies
- Limited benefits and amounts
- Required notice to insured

Types of limited policies
- Accident-only
- Specified (dread) disease
- Hospital indemnity (income)
- Dental insurance
- Credit disability
- Vision care

4.5 Common exclusions from coverage
- Cosmetic
- Experimental/investigation
4.6 Accident and health insurance claims

- Insured’s notice
- Standard claim forms
- Insurers’ responsibility to provide claim forms
- Insured’s submission of proof of loss
- Insurer’s investigations/verification of loss
- Insurer’s payment of claim
- Physical examination and autopsy
- Legal actions

5.0 Understanding the Language of Medical Reports

5.1 Medical terminology and abbreviations

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

5.2 Basic human anatomy

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

5.3 Common injuries and diseases

- Strains and sprains
- Dislocations
- Fractures
- Soft tissue injuries
- Brain injuries
- Burn classifications
- Cumulative trauma
- Repetitive motion injuries
- Lung disease
- Diabetes mellitus
- Glaucoma
- Hypertension

Arthritis
Osteomyelitis
Stroke
Tachycardia
Atherosclerosis
Coronary thrombosis
Mental wellness

5.4 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)

6.0 Dwelling (2014) Policy

6.1 Coverage forms — Perils insured against

- Basic
- Broad
- Special

6.2 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

6.3 General exclusions

6.4 Conditions

6.5 Selected endorsements

- Special provisions — New York (DP 01 31)
- Broad theft coverage (DP 04 83)
- Dwelling under construction (DP 11 43)

6.6 Personal liability supplement

7.0 Homeowners (2011) Policy
7.1 Coverage forms
HO-2 through HO-6, HO-8

7.2 Definitions

7.3 Section I — Property coverages
Coverage A — Dwelling
Coverage B — Other structures
Coverage C — Personal property
Coverage D — Loss of use
Additional coverages

7.4 Section II — Liability coverages
Coverage E — Personal liability
Coverage F — Medical payments to others
Additional coverages

7.5 Perils insured against

7.6 Exclusions

7.7 Conditions

7.8 Selected endorsements
Special provisions — New York (HO 01 31)
Earthquake (HO 04 54)
Identity fraud expense (HO 04 55)
Scheduled personal property (HO 04 61)
Personal property replacement cost (HO 04 90)
Home business (HO 07 01)
Personal injury — New York (HO 24 86)
Workers’ compensation — certain residence employees — New York (HO 24 93)
Water Back Up and Sump Discharge or Overflow (HO 23 85)

8.0 Auto Insurance 9%

8.1 Laws
New York Motor Vehicle Financial Responsibility Law
Required limits of liability (Veh & Traf 333)
Required proof of insurance (Veh & Traf 311(3))
New York Automobile Insurance Plan (Assigned Risk) (5301–5304)
Comprehensive Motor Vehicle Insurance Reparations Act (PIP) (5101–5108)
Notice of claim
Medical
Rehabilitation
Loss of earnings
Funeral
Substitution services
Tort limitation/verbal threshold
Optional coverages
OBEL
Additional PIP
Motor vehicle accident indemnification
Corporation Act (5201-5225)
Uninsured/Underinsured motorist (3420(f))
Definitions
Bodily injury only
Required limits
Mandatory coverage
Supplementary uninsured/underinsured motorist coverage (3420(f)(2)(A)(B); Reg 35-D, Parts 60-2.0 to 60-2.4)
Definitions
Optional
Nonstacking
Coverage limits
Mandatory inspection requirements for private passenger automobiles (Reg 79, Parts 67.0 to 67.11)
Cancellation/nonrenewal (3425)
Grounds
Notice
Choice of repair shop (2610)
Supplemental spousal liability (3420(g))

8.2 Vehicle parts and construction
Body
Front end
Rear body
Quarter panels
Doors
Roof
Bumpers/urethane repairs
Lamps
Cowl
Floor pan
Rocker panels
Pillars
Substructure
Frame
Unibody
Mechanical
Engine
Cooling system
Electrical system/computers
Exhaust system
Fuel system
Heating and air conditioning systems
Brakes/ABS
Steering
Suspension
Transmission
Air bags/SRS (seat belts)
Glass
Interior
Paint

8.3 Personal (2005) auto policy

Definitions
Liability coverage
   Bodily injury and property damage
   Supplementary payments
   Who is insured
Exclusions
Medical payments coverage
Coverage for damage to your auto
Collision
Other than collision/Comprehensive
Deductibles
Transportation expenses
Exclusions
Duties after an accident or loss

Selected endorsements
Amendment of policy provisions — New York (PP 01 79)
Towing and labor costs (PP 03 03)
Miscellaneous type vehicle — New York (PP 03 29)
Named non-owner coverage — New York (PP 03 30)
Rental vehicle coverage — New York (PP 03 46)
Joint ownership coverage — New York (PP 03 78)
Out of state coverage
Personal injury protection coverage - New York (PP 05 87)
Additional personal injury protection coverage - New York (PP 05 88)
Personal injury protection coverage (motorcycles) - New York (PP 05 89)
Exclusion of medical expense from personal injury protection coverage - New York (PP 05 92)

8.4 Commercial auto (2010)

Commercial auto coverage forms
Business auto
Garage
Motor carrier
Coverage form sections
Covered autos
Liability coverage
Garagekeepers coverage
Physical damage coverage
Exclusions
Conditions
Definitions
Hired auto and non-owned auto liability - New York

Selected endorsements
Lessor — additional insured and loss payee (CA 20 01)
Mobile equipment (CA 20 24)
Auto medical payments coverage (CA 99 03)
Drive other car coverage (CA 99 10)
Individual named insured (CA 99 17)
Employees as insureds (CA 99 33)
New York mandatory personal injury protection (CA 22 32)
Additional personal injury protection - New York (CA 22 33)
New York mandatory personal injury protection - motorcycles (CA 22 48)
New York exclusion of medical expense from mandatory personal injury protection (CA 22 49)
New York optional basic economic loss coverage (CA 22 60)

Commercial carrier regulations
The Motor Carrier Act of 1980
Endorsement for motor carrier policies of insurance for public liability (MCS-90)

9.0 Commercial Package Policy (CPP) 9%

9.1 Components of a commercial policy
Common policy declarations
Common policy conditions
First named insured
Monoline versus package

9.2 Commercial general liability (2013)
Commercial general liability coverage forms
  Bodily injury and property damage liability
  Personal and advertising injury liability
  Medical payments
Exclusions
Supplementary payments
Who is an insured
Limits of insurance
Conditions
Definitions
Occurrence versus claims-made (Reg 121, Part 73)
Claims-made and reported
Claims made features (Reg 121, Part 73)
  Trigger
  Retroactive date

9.3 Commercial property (2012)
Commercial property conditions form
Coverage forms
  Building and personal property
  Condominium association
  Condominium commercial unit-owners
  Builders risk
  Business income/extra expense
  Business Interruption
  Legal liability
Definitions
Causes of loss forms
  Basic
  Broad
  Special
Selected endorsements
  Ordinance or law (CP 04 05)
  Spoilage (CP 04 40)
  Earthquake and volcanic eruption (CP 10 40)
  Flood coverage (CP 10 65)
  Peak season limit of insurance (CP 12 30)
  Value reporting form (CP 13 10)
  Protective safeguard

9.4 Commercial crime (2013)
General definitions
  Burglary
  Theft
  Robbery
Crime coverage forms
  Commercial crime coverage forms (discovery/loss sustained)
Coverages

- Employee theft
- Forgery or alteration
- Inside the premises — theft of money and securities
- Inside the premises — robbery or safe burglary of other property
- Outside the premises
- Computer fraud
- Funds transfer fraud
- Money orders and counterfeit money
- Identity theft

9.5 Commercial inland marine

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

9.6 Boiler and machinery (2001)

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

9.7 Farm coverage

- Farm property coverage forms (2003)
  - 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
- Farm liability coverage forms (2006)
  - Coverage H — Bodily injury and property damage liability
  - Coverage I — Personal and advertising injury liability
  - Coverage J — Medical payments
- Mobile agricultural machinery and equipment coverage form
- Livestock coverage form
- Definitions
- Cause of loss (basic, broad and special)
- Conditions
- Exclusions
- Limits
- Additional coverages
  - Animals other than "livestock"

10.0 Businessowners (2010) Policy 8%

10.1 Characteristics and purpose

10.2 Businessowners property coverage forms (standard and special)

- Coverage
- Causes of loss
- Exclusions
- Who is insured
- Limits of insurance
- Deductibles
- Loss conditions
- General conditions
- Optional coverages
- Additional coverages
- Definitions

10.3 Businessowners liability coverage form
Coverages
Exclusions
Who is an insured
Limits of insurance
General conditions
Definitions

10.4 Businessowners common policy conditions

10.5 Selected endorsements
Protective safeguards (BP 04 30)
Hired auto and non-owned auto liability — New York (BP 04 36)
Utility services — direct damage (BP 04 56)
Utility services — time element (BP 04 57)

11.0 Workers Compensation Insurance 6%

11.1 Workers compensation laws
Types of laws
Monopolistic versus competitive
Compulsory versus elective
New York Workers' Compensation Law
Exclusive remedy (RL WC 11)
Employment covered (required, voluntary) (RL WC 2(3, 4, 5), 10)
Covered injuries (RL WC 2(7), 10, 13, 18)
Grave injuries (RL WC 11)
Occupational illness and diseases (RL WC 3(2), 37–48)
Benefits provided (RL WC 12–16)
Special disability fund (RL WC 15(8)(h))
Claims reporting requirements (RR 314.7)
Volunteer Firefighters' and Volunteer Ambulance Workers' Benefit
Federal workers' compensation laws
Federal Employers Liability Act (FELA) (45 USC 51–60)
U.S. Longshore and Harbor Workers' Compensation Act (33 USC 904)
The Jones Act (46 USC 688)

11.2 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 endorsements
Voluntary compensation
Foreign coverage endorsement

11.3 Other sources of coverage
New York State Insurance Fund (RL WC 76–100)
Self-insured employers and employer groups (RL WC 50, 60–75-a; RR 317.1–317.22)

12.0 Surety Bonds 2%

12.1 Nature of surety bonds
Surety bonds versus insurance
Parties of a surety bond
Principal
Obligee
Surety

12.2 Types of surety bonds
Contract bonds
Bid
Performance
Public official bond
Judicial bonds
Fiduciary bonds
Miscellaneous surety bonds
Indemnity
Financial guarantee
Lost instrument
Reclamation
Self-insurance workers compensation

13.0 Fidelity Coverages 3%

13.1 Nature of fidelity bonds
Insuring agreement
Discovery versus loss sustained forms
Bond period
13.2 Employee dishonesty coverage
Individual bonds
Blanket
Scheduled
Named employee
Specified position
Pension plan, ERISA compliance

13.3 Financial institution bonds
Form 14 Securities dealers
Form 15 Finance companies
Form 23 Credit unions
Form 24 Banks and thrifts
Form 25 Insurance companies
A — Fidelity
B — On premises
C — In transit
D — Forgery or alteration
E — Securities (forgery)

13.4 Public employee bonds
Coverage Form O — Public employee dishonesty

14.0 Aviation Hull Coverages 3%
14.1 Comprehensive
14.2 Named perils
14.3 Deductibles

15.0 Aircraft Liability Coverages 3%
15.1 Bodily injury liability (excluding passengers)
15.2 Property damage liability
15.3 Passenger bodily injury liability
15.4 Medical payments
15.5 Admitted liability

16.0 Other Coverages and Options 8%
16.1 Umbrella/excess liability policies

16.2 Specialty liability insurance
Errors and omissions
Professional liability
Directors and officers liability
Fiduciary liability
Liquor liability
Dram shop
Employment practices liability
Environmental liability
Cyber Liability

16.3 Excess lines (Reg 41 Part 27)
Definitions and markets
Licensing requirements

16.4 National Flood Insurance Program
"Write your own" versus direct
Eligibility
Coverage
Flood definition
Limits
Deductibles
Increased cost of compliance
Proof of loss requirement
Forms
Dwelling
General
Residential Condominium Building Association Policy

16.5 Ocean marine insurance
Major coverages
Hull insurance
Cargo insurance
Freight insurance
Protection and indemnity
Implied warranties
Perils
General and particular average
16.6 Other policies

Watercraft
Difference in conditions
Aircraft Hull
Identity theft
Personal recreational vehicles (ATVs, snowmobiles)

16.7 Crop insurance

Eligibility
Application
Term of coverage
Covered perils
Limits of coverage

16.8 Federal multi-peril crop insurance

Basic crop insurance
    Eligibility
    Coverage level
    Covered causes of loss
    Application
    Life of policy
Multiple peril policy options
    Levels of coverage
    Price election
    Optional units
Other provisions
    Individual crop
    Small grain
    Coarse Grain