

**Property & Casualty Market Conduct Annual Statement  
Private Passenger Auto Data Call & Definitions**

**Line of Business:** Private Passenger Auto

**Reporting Period:** January 1, 2017 through December 31, 2017

**Filing Deadline:** April 30, 2018

**Contact Information**

MCAS Administrator	The person responsible for assigning who may view and input company data.
MCAS Contact	The person most knowledgeable about the submitted MCAS data. This person can be the same as the MCAS Administrator.
MCAS Attestor	The person who attests to the completeness and accuracy of the MCAS data.

**Interrogatories**

Were there policies in-force during the reporting period that provided Collision coverage? (Y/N)	
Were there policies in-force during the reporting period that provided Comprehensive/Other Than Collision coverage? (Y/N)	
Were there policies in-force during the reporting period that provided Bodily Injury coverage? (Y/N)	
Were there policies in-force during the reporting period that provided Property Damage coverage? (Y/N)	
Were there policies in-force during the reporting period that provided Uninsured Motorists and Underinsured Motorists (UMBI) coverage? (Y/N)	
Were there policies in-force during the reporting period that provided Uninsured Motorists and Underinsured Motorists (UMPD) coverage? (Y/N)	
Were there policies in-force during the reporting period that provided Medical Payments coverage? (Y/N)	
Were there policies in-force during the reporting period that provided Combined Single Limits coverage? (Y/N)	
Were there policies in-force during the reporting period that provided Personal Injury Protection coverage? (Y/N)	
Was the Company still actively writing policies in the state at year end? Yes/No	
Does the Company write in the non-standard market? (Y/N)	
If yes, what percentage of your business is non-standard?	Comment (if necessary)

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If yes, how is non-standard defined?	Comment (if necessary)
Has the company had a significant event/business strategy that would affect data for this reporting period? Yes/No (If yes, add additional comments)	Comment (if necessary)
Has this block of business or part of this block of business been sold, closed or moved to another company during the year? Yes/No	Comment (if necessary)
How does company treat subsequent supplemental payments on previously closed claims (or additional payments on a previously reported claim)? Re-open original claim/open new claim	Comment
Claims Comments	Comment (if necessary)
Underwriting Comments	Comment (if necessary)

**Coverages**

<b>Collision</b>
<b>Comprehensive/Other Than Collision</b>
<b>Bodily Injury</b>
<b>Property Damage</b>
<b>Uninsured Motorists and Underinsured Motorists (UMBI)</b>
<b>Uninsured Motorists and Underinsured Motorists (UMPD)</b>
<b>Medical Payments</b>
<b>Combined Single Limits</b>
<b>Personal Injury Protection</b>

**Private Passenger Auto Claims Activity, Counts Reported by Claimant, by Coverage**

Report the number of reserves/lines/features opened for each coverage part per claim. For example, if one claim results in a reserve/line/feature opened for two bodily injury claimants (one property damage claimant, one collision claim for the insured, and one medical payment claim for the insured), it would be reported as follows: Collision – 1, Bodily Injury – 2; Property Damage – 1; and Medical Payments – 1. The number of days to final payment (if payment is made) would be calculated separately for each claimant.

<b>Description</b>
State Indicator (State for which data is being submitted) <b>Automatically loaded</b>
NAIC Company Code <b>Automatically loaded</b>
NAIC Group Code <b>Automatically loaded</b>

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Coverage Identifier <b>Automatically loaded</b>
Number of claims open at the beginning of the period
Number of claims opened during the period
Number of claims closed during the period, with payment
Number of claims closed during the period, without payment
Number of claims remaining open at the end of the period
Median days to final payment
Number of claims closed with payment within 0-30 days
Number of claims closed with payment within 31-60 days
Number of claims closed with payment within 61-90 days
Number of claims closed with payment within 91-180 days
Number of claims closed with payment within 181-365 days
Number of claims closed with payment beyond 365 days
Number of claims closed without payment within 0-30 days
Number of claims closed without payment within 31-60 days
Number of claims closed without payment within 61-90 days
Number of claims closed without payment within 91-180 days
Number of claims closed without payment within 181-365 days
Number of claims closed without payment beyond 365 days
Number of suits open at beginning of the period
Number of suits opened during the period
Number of suits closed during the period
Number of suits open at end of period

**Private Passenger Auto Underwriting**

<b>Description</b>
Number of autos which have policies in-force at the end of the period
Number of policies in-force at the end of the period
Number of new business policies written during the period
Dollar amount of direct premium written during the period
Number of Company-Initiated non-renewals during the period
Number of cancellations for non-pay or non-sufficient funds
Number of cancellations at the insured's request

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Number of Company-Initiated cancellations that occur in the first 59 days after effective date, excluding rewrites to an affiliated company
Number of Company-Initiated cancellations that occur 60 to 90 days after effective date, excluding rewrites to an affiliated company
Number of Company-Initiated cancellations that occur greater than 90 days after effective date, excluding rewrites to an affiliated company
Number of complaints received directly from any person or entity other than the DOI

### Definitions:

In determining what business to report for a particular state, unless otherwise indicated in these instructions, all companies should follow the same methodology/definitions used to file the Financial Annual Statement (FAS) and its corresponding state pages. Exclude lender-placed or creditor-placed policies.

Data should be reported for both private passenger automobiles and motorcycles. Exclude antique vehicles and primarily off-road vehicles such as dune buggies or three-wheel ATVs.

**Cancellations** – Includes all cancellations of the policies where the cancellation effective date is during the reporting year. The number of cancellations should be reported on a policy basis regardless of the number of automobiles insured under the policy.

Report cancellations separately for:

- Policies cancelled for non-payment of premium or non-sufficient funds
  - These should be reported every time a policy cancels for the above reasons (i.e., if a policy cancels for non-pay three times in a policy period, and is reinstated each time; each cancellation should be counted).
- Policies cancelled at the insured's request
- Policies cancelled for underwriting reasons.

Exclude:

- Policies cancelled for 're-write' purposes where there is no lapse in coverage.

**Cancellations within the first 59 days** – Company-initiated cancellations for new business where the notice of cancellation was issued within the first 59 days after the original effective date of the policy.

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- The calculation of the number of days is from the original inception date of the policy, not the renewal date.
- This time frame should be used regardless of individual state requirements related to the 'underwriting' period for new business.
- The notice of cancellation is the date the cancellation notice was mailed to the insured.

**Cancellations from 60 to 90 days** – Company-initiated cancellations where the notice of cancellation was issued 60 to 90 days after the original effective date of the policy.

- The calculation of the number of days is from the original inception date of the policy, not the renewal date.
- This time frame should be used regardless of individual state requirements related to the 'underwriting' period for new business.
- The notice of cancellation is the date the cancellation notice was mailed to the insured.

**Cancellations greater than 90 days** – Company-initiated cancellations where the notice of cancellation was issued more than 90 days after the original effective date of the policy.

- The calculation of the number of days is from the original inception date of the policy, not the renewal date.
- This time frame should be used regardless of individual state requirements related to the 'underwriting' period for new business.
- The notice of cancellation is the date the cancellation notice was mailed to the insured.

**Claim** - A request or demand for payment of a loss that may be included within the terms of coverage of an insurance policy. Each claimant/insured reporting a loss is counted separately.

Include:

- Both first and third party claims.

Exclude:

- An event reported for "information only".
- An inquiry of coverage if a claim has not actually been presented (opened) for payment.

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- A potential claimant if that individual has not made a claim nor had a claim made on his or her behalf.

**Claims Closed With Payment** – Claims closed with payment where the claim was closed during the reporting period regardless of the date of loss or when the claim was received. The number of days to closure, however, should be measured as the difference between the date of the final payment and the date the claim was reported or between the date of the final payment and the date the request for supplemental payment was received. See also “Date of Final Payment”.

Exclude:

- Claims where payment was made for company loss adjustment expenses if no payment was made to an insured/claimant.
- Claims that are closed because the amount claimed is below the insured’s deductible.

Clarifications:

- If a claim is reopened for the sole purpose of refunding the insured’s deductible, do not count it as a paid claim.
- For claims where the net payment is \$0 due to subrogation recoveries, report the number of claims in which any amount was paid to the insured; do not net the payment with subrogation recoveries when counting the number of paid claims.

Calculation Clarification:

- For each coverage identifier, the sum of the claims settled with payment across each closing time interval should equal the total number of claims closed with payment during the reporting period.

Handling Additional Payment on Previously Reported Claim/Subsequent Supplemental Payment for claims closed with payment during the reporting period:

- If a claim is reopened for a subsequent supplemental payment, count the reopened claim as a new claim. Calculate a separate aging on the supplemental payment from the time the request for supplemental payment was received to the date the final payment was made.

**Claims Closed Without Payment** – Claims closed with no payment made to an insured or third party. The number of days to closure is the difference between the date the claim was closed and the date the claim was reported and/or reopened. See also “Date of Final Payment”.

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Include:

- All claims that were closed during the reporting period regardless of the date of loss or when the claim was received.
- Claims where no payment was made to an insured/claimant even though payment was made for company loss adjustment expenses.
- A demand for payment for which it was determined that no relevant policy was in-force at the time of the loss if a claim file was set up and the loss was investigated.
- Claims that are closed because the amount claimed is below the insured's deductible.

**Complaint** – any written communication that expresses dissatisfaction with a specific person or entity subject to regulation under the state's insurance laws. An oral communication, which is subsequently converted to a written form in order to be analyzed and acted upon, will meet the definition of a complaint for this purpose.

Include:

- Any complaint regardless of the subject of the complaint (claims, underwriting, marketing, etc.)
- Complaints received from third parties.

**Coverage - Collision Insurance** – Coverage to provide protection against physical contact of an automobile with another inanimate object resulting in damage to the insured automobile.

Clarification:

- Rental/transportation/tow expenses which are paid as a result or part of a collision claim should not be counted as separate claims.

**Coverage - Comprehensive/Other than Collision Insurance** – Coverage providing protection in the event of physical damage (other than collision), including theft of the insured automobile.

Clarification:

- Rental/transportation/tow expenses which are paid as a result or part of a comprehensive/other than collision claim should not be counted as separate claims.

**Coverage - Bodily Injury** – Physical damage to one's person. The purpose of liability (casualty) insurance is to cover bodily injury to a third party resulting from the negligent acts and omissions of an insured.

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**Coverage - Property Damage Liability Insurance** – Coverage in the event that the negligent acts or omissions of an insured result in damage or destruction to another's property.

Include:

- 'Property Damage Rental' coverage (i.e. amounts paid for a third party claimant's rental car).

**Coverage - UMBI** – Includes both Uninsured Motorist Coverage and Underinsured Motorists Coverage for bodily injury claims.

- **Underinsured Motorist Coverage (UIM)** – Provides coverage for bodily injury sustained by an insured who is involved in an accident caused by an at-fault driver who does not have sufficient liability insurance to pay for the damages.
- **Uninsured Motorist Coverage (UM)** – Provides coverage for bodily injury sustained by an insured involved in an accident caused by an at-fault driver who does not have liability insurance.

**Coverage - UMPD** – Includes both Uninsured Motorist Property Damage Coverage and Underinsured Motorist Property Damage Coverage.

- **Underinsured Motorist Property Damage Coverage** – Provides coverage for property damage to covered property caused by an at-fault driver who does not have sufficient liability insurance to pay for the damages.
- **Uninsured Motorist Property Damage Coverage** – Provides coverage for property damage to covered property caused by an at-fault driver who does not have liability insurance.

**Coverage - Medical Payments Coverage** – First party coverage for injuries incurred in a motor vehicle accident.

**Coverage - Combined Single Limit** – Bodily injury liability and property damage liability expressed as a single sum of coverage.

**Coverage - Personal Injury Protection (PIP)** – A first party benefit. coverage to pay basic expenses for an insured and his/her family in states with no fault automobile insurance laws. No-fault laws generally require drivers to carry personal injury protection coverage to pay for basic medical needs of the insured, such as medical

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expenses, in the event of an accident. For the purposes of this project, all PIP coverages (wage, funeral, death, medical, etc) that would correspond to first party coverages in the applicable participating states should be included.

**Date of Final Payment** – The date final payment was issued to the insured/claimant.

Calculation Clarification:

- If partial payments were made on the claim, the claim would be considered closed with payment if the final payment was made during the reporting period regardless of the date of loss or when the claims was received.
- Report a claim as “closed with payment” or “closed without payment” if it is closed in the company’s claims system during the reporting period (even if the final payment was issued in a prior reporting period.)
- If a claim remains open at the end of the reporting period (even though a final payment has been issued) it should be reported as open. Only when the claim is closed in the company’s claims system, would you report the days to final payment.

Example:

- A claim is open on 11/1/00 and final payment is made on 12/1/00. The claim is left open until 2/1/01 to allow time for supplemental requests.
  - The claim would be reported as open in the “00” MCAS submission and closed in the “01” MCAS submission.
  - The number of days to final payment would be calculated as 30 days and reported in the “01” MCAS submission.

**Date the Claim was Reported** – The date an insured or claimant first reported his or her loss to either the company or insurance agent.

**Direct Written Premium** - The total amount of direct written premium for all policies covered by the market conduct annual statement (new and renewal) written during the reporting period.

Calculation Clarification:

- Premium amounts should be determined in the same manner as used for the financial annual statement.
- If premium is refunded or additional premium is written during the reporting period (regardless of the applicable policy effective date), the net effect should be reported.
- If there is a difference of 20% or more between the Direct Written Premium reported for market conduct annual statement and the Direct Written Premium

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reported on the financial annual statement, provide an explanation for the difference when filing the market conduct annual statement in order to avoid inquiries from the regulator receiving the market conduct annual statement filing.

- Reporting shall not include premiums received from or losses paid to other carriers on account of reinsurance assumed by the reporting carrier, nor, shall any deductions be made by the reporting carrier for premiums added to or for losses recovered from other carriers on account of reinsurance ceded.

**Median Days to Final Payment** – The median value for all claims closed with payment during the period.

Calculation for losses with one final payment date during the reporting period:

- Date the loss was reported to the company to the date of final payment.

Calculation for losses with multiple final payment dates during the reporting period:

- Date the request for supplemental payment received to the date of final payment (for each different final payment date.)

Exclude:

- Subrogation payments should not be included.

Calculation Clarification / Example:

- To determine the Median Days to Final Payment you must first determine the number of days it took to settle each claim. This is the difference between the date the loss was reported to the company, or the date the request for supplemental payment was received, to the date of final payment. The Median Days to Final Payment is the median value of the number of days it took to settle all claims closed with payment during the period.

**Median** - A median is the middle value in a distribution arranged in numerical order (either lowest to highest or highest to lowest). If the distribution contains an odd number of elements, the median is the value above and below which lie an equal number of values. If the distribution contains an even number of elements, the median is the average of the two middle values. It is not the arithmetic mean (average) of all of the values.

- Consider the following simple example of the number of days it took to settle each of the following seven claims:

	<b>Nbr 1</b>	<b>Nbr 2</b>	<b>Nbr 3</b>	<b>Nbr 4</b>	<b>Nbr 5</b>	<b>Nbr 6</b>	<b>Nbr 7</b>
<b>Days to Settle</b>	2	4	4	5	6	8	20

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In this situation, the Median Days to Final Payment would be 5 because it is the middle value. There are exactly 3 values below the median (2, 4, & 4) and 3 values above the median (6, 8, & 20). If the data set had included an even number of values, then the median would be the average of the two middle values as demonstrated below.

	<b>Nbr 1</b>	<b>Nbr 2</b>	<b>Nbr 3</b>	<b>Nbr 4</b>	<b>Nbr 5</b>	<b>Nbr 6</b>
<b>Days to Settle</b>	2	4	5	6	8	20

Median Days to Final Payment =  $(5 + 6)/2 = 5.5$

**The median should be consistent with the paid claim counts reported in the closing time intervals.**

Example: A carrier reports the following closing times for paid claims.

<b>Closing Time</b>	<b># of Claims</b>
< 30	<u>22</u>
31-60	<u>13</u>
61-90	<u>18</u>
91-180	<u>11</u>
181-365	<u>12</u>
>365	<u>15</u>

The sum of the claims reported across each closing time interval is 91, so that the median is the 46<sup>th</sup> claim. This claim falls into the closing time interval "61-90 days." Any reported median that falls outside of this range (i.e., less than 61 or greater than 90) will indicate a data error.

**NAIC Company Code** – The five-digit code assigned by the NAIC to all U.S. domiciled companies which filed a Financial Annual Statement with the NAIC.

**NAIC Group Code** – The code assigned by the NAIC to identify those companies that are a part of a given holding company structure. A zero indicates that the company is not part of a holding company.

**New Business Policy Written** – A newly written agreement that puts insurance coverage into effect during the reporting period.

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Exclude:

- Renewals or 're-written' policies unless there was a lapse in coverage.

**Non-Renewals** – A policy for which the insurer elected not to renew the coverage for circumstances allowed under the "non-renewal" clause of the policy.

Include:

- All company-initiated non-renewals of the policies where the non-renewal effective date is during the reporting period.

Exclude:

- Policies where a renewal offer was made and the policyholder did not accept the offer.
- Instances where the policyholder requested that the policy not be renewed.

Calculation Clarification:

- The number of non-renewals should be reported on a policy basis regardless of the number of autos insured under the policy.

**Policy In-force** – A policy in which the coverage is in effect as of the end of the reporting period.

**Private Passenger Auto Insurance** – Those policies issued on automobiles owned or leased by an individual or by husband and wife resident in the same household that are reported on lines 19.1, 19.2, and 21.1 of the state page of the financial annual statement.

Include:

- This covers four wheel vehicles including station wagons, vans, or pick-up trucks with a gross vehicle weight up to 10,000 pounds or less and not customarily used in the occupation, profession, or business of the insured.
- Vehicles as defined above that are reported on Lines 19.1, 19.2, and 21.1 of the state page of the financial annual statement which meet the definition of private passenger automobiles.
- Motorcycles
- Policies where the insured's vehicle is titled privately to the insured but is used by the insured for work should be included, unless the coverage is written on a commercial auto form.
- Policies written on a volunteer basis and those written through a residual market mechanism such as assigned risk pools should be included.

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- Policies written on RV's and motor homes are included as they are licensed vehicles that fall under the various states' Motor Vehicle Responsibility laws.

#### Exclude:

- Policies written on antiques, collectibles, all terrain vehicles, snowmobiles, trailers, dune buggies.
- Miscellaneous vehicles written on Inland Marine policies.
- Other vehicles classified by ISO as miscellaneous that do not fall under the various states' Motor Vehicle Responsibility laws.
- 'Fleet' policies are generally considered to be a commercial policy and would not be included unless the premium for these policies is being reported as 'private passenger auto' insurance on lines 19.1, 19.2 or 21.1 of the state page of the financial annual statement.
- Non-owned vehicle insurance policies.
- Lender-placed or creditor-placed policies.

**Suit** – A court proceeding to recover a right to a claim, including suits for arbitration cases.

#### Exclude:

- Subrogation claims where suit is filed by the company against the tortfeasor.
- Non-suit legal activity or litigation filed by an insurer, including, but not limited to: request to compel an independent medical examination, an examination under oath, and declaratory judgment actions filed by an insurer.

#### Calculation Clarification:

- Suits should be reported on the same basis as claims. One suit should be reported for each claimant / coverage combination, regardless of the number of actual suits filed.
- One suit with two claimants would be reported as two suits as any awards/payments made would be made to the claimants individually.
- One suit filed seeking damages for multiple coverages should be reported as one suit for each applicable coverage. If the suit is seeking damages for bodily injury and property damage, one suit should be reported for each of the two coverages.
- Suits should be reported in the state in which the claim is reported on this statement.
- Treatment of class action lawsuits: Report the opening and closing of a class action lawsuit once in each state in which a potential class member resides. Include an explanatory note with your submission stating the number of class action lawsuits included in the data and the general cause of action.