

**OHIO INSURANCE DEPARTMENT
REVIEW REQUIREMENTS CHECKLIST**

LINES OF BUSINESS:

Property

Flood

LINE OF INSURANCE:

Personal

Personal

CODES:

1.0000

1.0002

2.3000

2.3002

NOTE: For TOI 30.100, Combination Filing of Dwelling Fire/Personal Liability, refer to Homeowners Review Requirements Checklist

REVIEW REQUIREMENTS	REFERENCE	DESCRIPTION OF REVIEW STANDARDS REQUIREMENTS	LOCATION OF STANDARD IN FILING
GENERAL REQUIREMENTS (FOR ALL FILINGS)			
FILING SUBMISSION	ORC 3935.04 (A)	FILING STANDARDS – PRIOR APPROVAL Requires that every form of a policy, endorsement, rider, manual of classification, rules and rates to be filed. This includes applications, declarations pages, and cancellation/nonrenewal notices.	
	ORC 3935.04 (A)	PUBLIC RECORD – PRIOR APPROVAL - A filing becomes a public record upon the later of either the date of approval by the Department or the requested effective date of the insurer.	
	Bulletin 91-1	LOSS COST FILING PROCEDURES - Rating bureaus develop and file, for review or approval, advisory prospective loss costs and supporting actuarial and statistical data. Each insurer must individually determine and file the rates it will use as a result of its own independent company decision-making process. Ohio's bulletin is based on the NAIC loss cost model and uses the NAIC loss cost forms.	
	ORC 3935.10	STATISTICAL REPORTING - For new program filings, the insurer must designate a statistical agent to whom they will report their loss experience. Ohio's designated statistical agents are: American Association of Information Services (AAIS), Independent Statistical Services, Inc. (ISS), Insurance Services Office (ISO), MSO, Inc. and National Independent Statistical Services (NISS).	
	OAC 3901-1-57 Bulletin 2010-8	MANDATORY USE OF SERFF EFT FOR PRODUCT FILING SUBMISSIONS – Fees for rate, rule and form filings must be submitted via the SERFF EFT functionality when the filing is submitted to the Department.	
	Bulletin 2009-11	MANDATORY USE OF SERFF FOR PRODUCT FILING SUBMISSIONS – All entities required to submit rate, rule and form filings through System for Electronic Rate and Form Filings (SERFF).	
FORMS			
ACCESS TO COURTS	ORC 3927.03	Any insurer conducting business in Ohio must consent to have suit brought against it in an Ohio court.	
APPLICATIONS	ORC 3999.21 Bulletin 92-3	FRAUD WARNING REQUIRED - An application or an addendum to an application shall clearly contain a fraud warning substantially as follows: Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud. This is suggested language. Any language that is substantially similar is acceptable if it does not contain specific fines or penalties.	
CANCELLATION/NONRENEWAL	OAC 3901-1-18 (C)	CANCELLATION REASONS & DAYS NOTICE - Allows policy to be cancelled with at least 10 days notice for the following reasons: (1) nonpayment of premium, (2) material misrepresentation, and (3) evidence of arson exists. All other cancellation reasons require a 30 day notice.	

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CANCELLATION/NONRENEWAL – cont'd	OAC 3901-1-18 (C)	CANCELLATION NOTICE CONTENT - The notice shall explain the procedure necessary to make application for coverage to the Ohio Fair Plan Underwriting Association.	
	ORC 3929.19	INSURED'S RIGHT TO CANCEL - Requires every policy to have language allowing the policy to be cancelled upon the written request of the insured.	
	OAC 3901-1-18 (C)	NONRENEWAL REASONS & DAYS NOTICE - Policies being nonrenewed by the insurer require a 30 day notice.	
	OAC 3901-1-18 (C)	NONRENEWAL NOTICE CONTENT - The notice shall explain the procedure necessary to make application for coverage to the Ohio Fair Plan Underwriting Association.	
GROUP POLICIES	OAC 3901-1-31	Limited only to those types of insurance that permit the employer's contribution to be tax deductible and the premium excluded from the gross income of the employee.	
MINE SUBSIDENCE	ORC 3929.56	COVERAGE PROVIDED ON A MANDATORY OR OPTIONAL BASIS - Every insurer that offers basic property insurance for 1 to 4 family dwellings in the counties of Athens, Belmont, Carroll, Columbiana, Coshocton, Gallia, Guernsey, Harrison, Hocking, Holmes, Jackson, Jefferson, Lawrence, Mahoning, Meigs, Monroe, Morgan, Muskingum, Noble, Perry, Scioto, Stark, Trumbull, Tuscarawas, Vinton and Washington shall include mine subsidence coverage provided by the Ohio Mine Subsidence Insurance Underwriting Association. Mine subsidence coverage must be offered, on an optional basis, in the counties of Delaware, Erie, Geauga, Lake, Licking, Medina, Ottawa, Portage, Preble, Summit & Wayne Counties. The premium charged for this coverage shall be the same as set by the plan of operation. Mine Subsidence is 100% reinsured by the Ohio Mine Subsidence Insurance Underwriting Association. A company is required to use the rates, rules and forms developed by the Association that are filed on their behalf with the Department.	
	OAC 3901-1-48 (C), (G) & (H)		
VALUED POLICIES	ORC 3929.25	Any building or structure insured for actual cash value (ACV) that is insured against for loss or damage by fire or lightning and becomes a total loss, the insurer is required to pay the insured the limit of insurance provided by the policy. The Valued Policy provision does not apply if the insured has committed intentional fraud or there has been a change that has increased the risk where the increase in the risk has not been approved by the insurer.	
RATES & RATING PLANS			
CATASTROPHE HAZARD	ORC 3935.03 (C) (2)	Actuarial Standards Board Standard of Practice No.39 Treatment of Catastrophe Losses in Property/Casualty Insurance Ratemaking - Due consideration should be given to the identification of catastrophe perils or events, the identification of catastrophe losses, the data used in determining a provision for catastrophe losses, the use of non-insurance data and models, the provision for catastrophe losses and loss adjustment expense.	
CREDIBILITY	ORC 3935.03 (C) (1)	Actuarial Standards Board Standard of Practice No. 25 Credibility Procedures Applicable to Accident and Health, Group Term Life, and Property/Casualty Coverage - Credibility procedures should produce results that are reasonable, do not tend to materially bias results, are practical to implement, and give consideration to the need to balance responsiveness and stability.	
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DISCRIMINATION	ORC 3901.21 (M)	Prohibits unfair discrimination between individuals of the same class and essentially the same hazard in the amount of premium, policy fees or rates charged for any policy or contract of insurance.	
EXPENSES	ORC 3935.03 (C) (4) &(C) (6)	Actuarial Standards Board Standard of Practice No. 29 Expense Provisions in Property/Casualty Insurance Ratemaking - Due consideration should be given to categorization of expenses, methods to determine expense provisions, start-up costs, expense trending, policyholder dividends, residual market and statutory assessment, and reinsurance.	

INDIVIDUAL RISK RATING	ORC 3935.04 (G)	Excess Rate Consent Filings are not required to be submitted. The policy and all supporting documentation used to write the risk shall be maintained by the insurer for inspection by the superintendent, upon request, for a period of not less than 3 years. Special Filings and Excess Rate Consent Filings are permissible for those individual risks that have unique characteristics that are not contemplated by the company when developing the rate for the average risk in that class.	
	Bulletin 2000-3		
RATEMAKING GENERALLY	ORC 3935.03 (C) (1)	DATA QUALITY - Actuarial Standards Board Standard of Practice No. 23 Data Quality - Data should be selected with due consideration to such matters as appropriateness, reasonability, comprehensiveness, internal and external consistency, limitations of the data, assumptions needed to use the data, cost and feasibility of alternatives, sampling methods, the use of imperfect data, and the extent of reliance on data supplied by others.	
	ORC 3935.04 (A)	DOCUMENTATION & DISCLOSURE - Actuarial Standards Board Standard of Practice No. 41 Documentation and Disclosure in Property and Casualty Insurance Ratemaking, Loss Reserving, and Valuations - Documentation should be sufficient for another actuary practicing in the same field to evaluate the work.	
	ORC 3935.03 (C) (7)	EXPERIENCE PERIOD - Consideration shall be given to the experience of the property insurance business during a period of not less than the most recent five year period for which such experience is available.	
	ORC 3935.03 (B)	GENERAL REQUIREMENTS - Actuarially sound rates meet the general requirements. Rates should result from an analysis of the company's own data, with consideration given to marketing and underwriting strategies, company operations, systems and policy writing constraints, targeted rates of return, and all other pertinent information.	
	ORC 3935.04 (A)	SUPPORT - The information submitted should be sufficient to explain, support, and demonstrate the derivation of new rates or changes to existing rates and the impact to the company's book of business in the state. The supporting information should be consistent with the principles and standards set out below.	
	ORC 3935.04 (A)	STATUTORY REQUIREMENT - Casualty Actuarial Society Statement of Principles Regarding Property/Casualty Insurance Ratemaking - A rate is reasonable and not excessive, inadequate, or unfairly discriminatory if it is an actuarially sound estimate of the expected value of all future costs associated with an individual risk transfer. Due consideration should be given to such items as: exposure units, data, homogeneity, credibility, loss development, trends, catastrophes, policy provisions, mix of business, reinsurance, operational changes, external influences, classification plans, individual risk rating, risk, investment and other income, and actuarial judgment.	
	ORC 3935.03 (C) (6)	CASH FLOW TESTING - Actuarial Standards Board Standard of Practice No. 7 Performing Cash Flow Testing for Insurers - Due consideration should be given to allocation of assets, the number and range of scenarios, asset characteristics, investment strategy, obligation characteristics, management policy, sensitivity testing, internal consistency, and external requirements.	
	ORC 3935.03 (C) (6)	USING MODELS - Actuarial Standards Board Standard of Practice No. 38 Using Models Outside the Actuary's Area of Expertise (Property/Casualty) - Due consideration should be given to appropriate reliance on experts, model components, user input, model output, appropriateness of the model for the intended application, and validation of input and output.	
RISK CLASSIFICATION	ORC 3935.03 (C) (6)	Actuarial Standards Board Standard of Practice No. 12 Concerning Risk Classification - Due consideration should be given to the methods used to demonstrate cost differences, causality, objectivity, practicality and cost effectiveness, anti-selection, statutes, regulations, adjudication, industry practices, operating environment, data, and the applicability of the risk classes.	
TRENDING	ORC 3935.03 (C) (1)	Actuarial Standards Board Standard of Practice No. 13 Trending Procedures in Property/Casualty Insurance Ratemaking - Trending procedures should appropriately reflect projected changes in such components as claim costs, claim frequencies, expenses, exposures, and premiums. Due consideration should be given to model selection, the purpose of the trending procedure, historical insurance data, non-insurance data, economic and social influences, and informed judgment.	

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UNDERWRITING PROFIT & CONTINGENCIES	ORC 3935.03 (C)	Actuarial Standards Board Standard of Practice No.30 Treatment of Profit and Contingency Provisions and the Cost of Capital in Property/Casualty Insurance Ratemaking - Due consideration should be given to estimation methods, the basis for the cost of capital, estimates of future costs, the parameters of the risk transfer, investment income, income taxes, contingency provision, and consistency of accounting rules.	