

University Insurance Programs

Office of Risk Management and
Compliance

November 2022

What Insurance Does the University Have to Protect Its Employees?



General Liability Insurance

■ UAS Comprehensive General Liability Trust Fund (CGLTF)

- A self-insurance program established and administered by UAS
- All employees are covered while acting within the scope of their duties on behalf of UAH

■ Benefits:

- Defense benefit – if employee sued, University will provide legal defense for employee, using UAS attorneys
- Indemnity benefit – if suit results in adverse judgment against employee, CGLTF will pay judgment amount

UAS General Liability Program

- Occurrence-based” coverage. Benefits provided for any event *occurring* during policy period (even if claim not brought until after policy period)
- Type of harm covered: bodily injury and property damage

General Liability Program

- Exclusions – claims arising out of :
 - Acts not within scope of employee's duties
 - Intentional acts
 - Criminal or dishonest acts
 - False statement made with knowledge of falsity
 - Provision of professional health care services
 - Breach of contract

General Liability Program

■ Coverage layers

- Initial layer – provided by CGLTF
- Excess coverage
 - Provided through commercial insurance policies
 - Applies over automobile and general liability, attaching at their respective upper limits

■ Monetary limits

- General liability - up to \$2,000,000 on each loss
- Automobile liability – up to \$1,000,000 on each loss

Directors and Officers/ Employment Practices Insurance

- Separate UAS insurance coverage
- Protects employees against “wrongful act” claims:
 - Employment practices violations: Wrongful dismissal or termination; harassment, discrimination, and retaliation; libel, slander, defamation, and invasion of privacy; wrongful failure to employ, promote, grant tenure; negligent evaluation; wrongful discipline; failure to enforce policies; breach of employment contract
 - Any breach of duty, neglect, error, misstatement, misleading statement in the performance of duties, including errors/omissions in rendering professional (non-health care) services, such as research/consultation
 - Infringement of copyright, patent, or trademark
 - Violation or deprivation of constitutional, statutory, or contract rights

Directors and Officers/ Employment Practices Insurance

■ Exclusions

- Liability arising from gaining unlawful profit
- Liability arising from criminal or deliberately fraudulent acts
- Liability for bodily injury or property damage
- Breach of contract liability

■ A “claims made” policy

■ Claims reporting duty.

- Claim is any written demand for money or notice of any kind of charges seeking monetary or non-monetary relief
- University obligated to notify insurer immediately upon receipt of notice of claim. Failure may result in non-coverage!

Directors and Officers/ Employment Practices Insurance

- Initial layer of coverage - provided by CGLTF program
- Excess coverage layers
 - Provided by commercial insurance
 - D&O/EPL/Educators Legal Liability coverage

Cyber Liability

- Initial layer of coverage - provided by CGLTF program
- Excess coverage layers provided by commercial insurance
- Specific cyber incident reporting requirements
 - All cyber incidents must be reported to OIT
 - Failure to immediately report a covered incident may result in loss of coverage

What Insurance Does the University Have for its Drivers?



University Vehicle Insurance

- Self-insured Auto Liability Coverage.
 - Applies to University and all permitted users of UAH vehicles
 - “Vehicles”
 - Includes those owned or “hired” (leased, rented, or borrowed) by UAH.
 - Does NOT apply to employee-owned vehicle used for UAH purposes
 - Coverage is Primary as to owned/hired vehicles
 - Limits. \$1,000,000 per accident, with additional excess coverage.

University Vehicle Insurance

- Physical damage coverage.
 - For newer UAH vehicles
 - Primary coverage
 - Deductibles:
 - Comprehensive coverage. \$2,500 deductible.
 - Collision coverage. \$2,500 deductible.
 - Rental autos: \$250 physical damage deductible.
 - **NO COVERAGE** for employee-owned vehicles used in UAH business. Employee must rely on own policy.
- Geographical area: U.S., Canada, Puerto Rico
- Policy covers all UAS vehicles, including rental vehicles.

University Vehicle Insurance

■ Rental vehicles

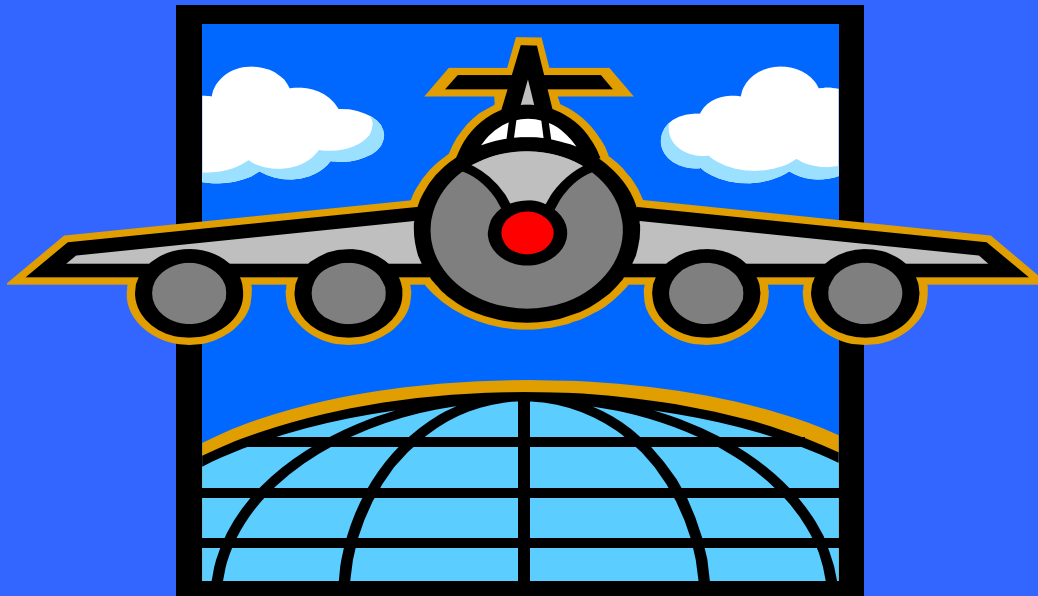
- Includes those rented by UAH in its name and those rented by UAH employee in his/her own name for use on University business
- UAS **liability self-insurance coverage** applies (primary)
- UAS physical **damage** coverage applies (primary), with deductibles
- Certificate of liability self-insurance. Obtain from Office of Risk Management and Compliance (6875) when P.O. used to pay for rental or when personal credit card used.
- Do not purchase liability insurance or collision damage waiver from rental company unless renting internationally
- “Zero deductible” coverage. Available when certain rental contracts are used to pay for the rental.
 - Contact Procurement Services for more details

University Vehicle Insurance

■ Approvals

- In-state travel
 - Reimbursable travel on contract/grant – Approval via *Travel Authorization form* required
 - Use of employee-owned vehicle for travel NOT covered for liability or physical damage
- Out-of-state travel
 - Reimbursable travel authorized by UAH – Approval via *Travel Authorization form* required
 - Use of employee-owned vehicle NOT covered for liability or physical damage
 - Use of rental vehicle. Approval via *Travel Authorization form* required
- Based on UAH Travel Guidelines (implementing Board Rule). Colleges and departments may have more restrictive policies.
- *Travel Authorization form* – available on the UAH Finance and Accounting website

What Coverage is Provided for UAH Employees Traveling Overseas?



Blanket Medical Emergency and Security Travel Insurance

- Pays medical expense benefits for accident/sickness for “eligible persons” traveling outside the U.S.
- “Eligible persons”
 - All UAH faculty and staff employees
 - Traveling outside U.S. or home country
 - In the course of carrying out job duties
 - All UAH students
 - Traveling outside U.S. or home country
 - Temporarily participating in educational activities
 - All chaperones or volunteers
 - Traveling outside U.S. or home country
 - Participating in “outbound study abroad program/experience”

Blanket Medical Emergency and Security Travel Insurance

- Benefits available for eligible persons when:
 - Suffers loss (death, injury, sudden illness) or incurs a covered medical expense
 - As direct result of accident or sickness – NOT health insurance
- Specific benefits
 - Medical expenses
 - 90 day incurral period / 52 week benefit period
 - Dental injury – up to \$1,000
 - Includes inpatient, drug, mental/nervous disorder expenses (with limits)
 - Maximum for all benefits - \$250,000
 - \$0 per accident/sickness deductible
 - Emergency medical benefit – up to \$10,000
 - Emergency medical evacuation benefit – 100% covered expenses up to benefit maximum
 - AD&D benefit - \$25,000 per person/\$1,000,000 aggregate limits
 - Emergency travel services (travel arrangements, message relay, legal assistance, etc.)

Foreign Liability Insurance

- A “package policy”
- Insureds - UAS and its officers/employees only
- Commercial General Liability coverage
 - Per occurrence/aggregate limit - \$2,000,000
 - Per person medical expense - \$10,000
- Automobile Liability coverage
 - Per accident limit (bodily injury and property damage) - \$1,000,000
 - Medical payments - \$10,000 per person, \$20,000 per accident
 - Hired automobile property damage - \$25,000 per accident and per policy period
- Executive Assistance Services
 - Medical assistance (e.g., hospital admission assistance, medical monitoring)
 - Personal assistance (e.g., emergency medication transportation, lost document assistance), travel assistance (e.g. emergency family travel arrangement coordination), security assistance (e.g., travel security information, access to a security consultant)
 - \$1,000,000 policy limit

Conclusion

- Contact the Office of Risk Management and Compliance
 - If you have any insurance question
 - If you become aware of an incident that may give rise to a claim against you or another UAH employee
 - If you become aware of a property loss or damage situation