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-healthcare) 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