



New Jersey Schools Insurance Group
6000 Midlantic Drive, Suite 300 North
Mount Laurel, New Jersey 08054
www.njsig.org

Board of Trustees Meeting of June 20, 2018
Action Item
Second Reading
Policy 7680 Discretionary Authority

Recommended Resolution: to approve policy 7680 discretionary authority as a second reading.

William Mayo

William Mayo, CPCU, ARM
Executive Director

NJSIG Policies & Procedures

Adopted: 11/83
Amended: 08/89, 09/90, 04/93, 09/01, 03/03, 10/05,
06/10, 05/11, 11/12, 5/14, 6/16

Index #: 7680
Page 1 of 4

POLICY

This policy has been moved to the Plan of Risk Management.

~~DISCRETIONARY SETTLEMENT AUTHORITY~~

~~The Group will pay workers' compensation medical and wage loss benefits when such payments are warranted and within the requirements of the law and the guidelines and policy of the Group or as ordered by a court. In the majority of cases, it will be whether or not liability exists in a particular case, and proper statutory benefits will be paid promptly.~~

~~There will be some claims, however, where either liability or the amount of benefit due is contested. It is unnecessary and unproductive to litigate every such case, as the administrative procedures are lengthy and costly. Therefore, the Group and the Executive Director must have the authority to settle such cases with claimants on behalf of the Group.~~

~~Therefore, the Board establishes the following procedures for the settlement of contested workers' compensation claims including Section 20 Settlements:~~

Settlement Authority		Grade Level
\$1 - \$500	Bill Processor, Medical Claim Assistant	10-11
\$501 - \$60,000	Claim Rep. & Senior Claim Rep.	13-14
\$60,001 - \$120,000	Claim Examiner, Claim Legal Examiner & Field Claim Rep.	15-16
\$120,001 - \$200,000	Claim Supervisor	17
\$200,001 - \$299,999	Claim Manager	20
\$300,000-Up	Board of Trustees	

~~All of the above authorities would be given based on Claim Manager's discretion.~~

NJSIG Policies & Procedures

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06/10, 05/11, 11/12, 5/14, 6/16

Index #: 7680
Page 2 of 4

POLICY

~~DISCRETIONARY SETTLEMENT AUTHORITY~~

On all errors & omission claims, the following authority levels will apply:

Settlement Authority	Grade Level
\$1 - \$5,000	Bill Processor 10
\$5,001 - \$30,000	Claim Rep. & Senior Claim Rep. 13-14
\$30,001 - \$70,000	Claim Examiner, Claim Legal Examiner & Field Claim Rep. 15-16
\$70,001 - \$100,000	Claim Supervisor 17
\$100,001 - \$125,000	Claim Manager 20
\$125,001 - \$150,000	Claim Manager & Group Attorney 20
\$150,001 - 200,000	Claim Manager, Group Attorney & Claim Committee Rep. 20
\$200,001 - Up	Board of Trustees

All of the above authorities would be given based on Claim Manager's discretion.

Note, it is recognized that where the Board of Trustees has approved authority and certain contingencies arise that more settlement authority is required. It may be impossible to reconvene the Trustees in a timely manner to further consider previously recognized authority. The Trustees authorize the Claim Manager, NJSIG legal counsel and one member of the NJSIG Claims Committee for the purpose of extending additional incremental authority on such previously extended cases, in an amount not to exceed 120% of the original extended authority. All such situations falling within the parameters of this scenario shall be reported by the Claim Manager to the Trustees at the next regularly scheduled Trustees meeting.

New Jersey Schools Insurance Group

NJSIG Policies & Procedures

Adopted: 11/83
Amended: 08/89, 09/90, 04/93, 09/01, 03/03, 10/05,
06/10, 05/11, 11/12, 5/14, 6/16

Index #: 7680
Page 3 of 4

POLICY

~~DISCRETIONARY SETTLEMENT AUTHORITY~~

~~The Group will pay Personal Injury Protection medical, wage loss, and other benefits when such payments are warranted and within the requirements of the law and the guidelines and policy of the Group.~~

~~On all liability lines the following authority levels will apply:~~

Settlement Authority	Grade Level
\$1—\$5,000	Bill Processor 10
\$5,001 - \$35,000	Claim Rep. & Senior Claim Rep. 13-14
\$35,001-\$60,000	Claim Examiner, Claim Legal Examiner & Field Claim Rep. 15-16
\$60,001-90,000	Claim Supervisor 17
\$90,001-\$120,000	Claim Manager 20
\$120,001-150,000	Claim Manager and Group Attorney 20
\$150,001-\$200,000	Claim Manager, Group Attorney & Claim Committee Rep. 20
\$200,001-Up	Board of Trustees

~~All of the above authorities would be given based on Claim Manager's discretion.~~

~~Note, it is recognized that where the Board of Trustees has approved authority and certain contingencies arise that more settlement authority is required. It may be impossible to reconvene the Trustees in a timely manner to further consider previously recognized authority. The Trustees authorize the Claim Manager, NJSIG legal counsel and one member of the NJSIG Claim Committee for the purpose of extending additional incremental authority on such previously extended cases, in an amount not to exceed 120% of the original extended authority. All such situations falling within the parameters of this scenario shall be reported by the Claim Manager to the Trustees at the next regularly scheduled Trustees meeting.~~

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Index #: 7680
Page 4 of 4

POLICY

~~DISCRETIONARY SETTLEMENT AUTHORITY~~

~~Establishment of Claims Committee:—~~

~~In the event settlement authority is needed before the next regularly scheduled meeting, a Claims Committee shall be established. The Claims Committee shall be comprised of the Claim Manager, The Group Attorney and up to three Board of Trustee Members. The Claims Committee shall have authority to approve claims at or above the threshold established for the Board of Trustees, provided that the amount is recommended by both the Claim Manager and the Group Attorney. All three Trustee participants (NJSIG Chairman, NJSIG Vice Chairman and one of the NJSIG ASBO Trustee Representatives) will be notified of any such meetings, however, only one Trustee is required to participate in order to extend settlement authority, in addition to the Claim Manager and legal counsel. Agreement by a simple majority of attendees, along with the recommendation of the Claim Manager and legal counsel, be sufficient to establish claim settlement value.~~