



## **Physicians and Surgeons Application for Professional Liability Insurance**

Refer to [www.lammico.com](http://www.lammico.com) for a downloadable version of this application.

**It is recommended that you submit your application at least 45 days in advance of your desired effective date in order to ensure a timely review of your application.** Please read the following instructions in order to expedite the review of your application:

- (1) Answer all questions or mark “N/A” where appropriate.**
- (2) Complete the attached Claim Addendum if a claim or suit has been filed against you.**
- (3) Submit a claim/loss history report from your previous carrier(s) – 10 years if applicable.**
- (4) Provide a copy of your current professional liability policy or declarations page.**
- (5) Provide a copy of your Curriculum Vitae.**
- (6) Sign and date your application on page seven.**

Pursuant to the HIPAA Privacy Regulations, LAMMICO will maintain the confidentiality of any medical information forwarded in response to number (3) above, use it only for the purposes for which it was disclosed or as required by law, and notify you of any breach of confidentiality of the medical information of which we become aware.

Once your application is received and reviewed, a member of the LAMMICO Board of Directors may interview you. Following your interview and subsequent underwriting review, you will be advised as to the status of your application.

When completed, please return this application to:

**Louisiana Medical Mutual Insurance Company  
One Galleria Blvd, Suite 700  
Metairie, LA 70001  
FAX: 504/841-5205 or 504/841-5300**

If you have questions, please call the Underwriting Department at 504/831-3756 or 800/452-2120. Thank you for your interest in LAMMICO. We look forward to serving your medical professional liability insurance needs.



Building Enduring Partnerships

Louisiana Medical Mutual Insurance Company
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Physicians and Surgeons Professional Liability Application

Under the "claims-made" policy, coverage is limited to claims arising from the performance of professional services subsequent to the retroactive date stated in the declarations and first made against the company while the policy is in force. Under an "occurrence" policy, coverage is provided for any incident that occurs during the term of the policy, regardless of when a claim arising from the incident is reported.

Personal Information Application # (LAMMICO use only)

Full Name (Last, First, Middle Initial) UPIN#

Primary Practice Address (include city, state, zip) Years at this location

Mailing Address (include city, state, zip) Other Locations (if any)

Home Address (include city, state, zip)

Medical Group Name (if any) Social Security No. Date of Birth Parish Medical Society

Office Phone Fax Number Home Phone E-mail Address

Desired Effective Date

Professional Liability Limits Desired (Check one box)

Form with fields: Retroactive Date, Parish Code, Tax Code, Specialty/Class, Discount Code, Discount, Limits/Option, Group Code, Start of Practice Date

- Occurrence: n/a
Claims Made: \$500,000 each medical incident/\$500,000 aggregate, \$1,000,000 each medical incident/\$1,000,000 aggregate, \$1,000,000 each medical incident/\$3,000,000 aggregate, \$2,000,000 each medical incident/\$2,000,000 aggregate

- Basic Limits Coverage: \$100,000 each medical incident/\$300,000 aggregate with PCF, \$100,000 each medical incident/\$300,000 aggregate without PCF

\*Louisiana Patients' Compensation Fund participation is mandatory if you purchase limits greater than \$100,000/\$300,000

Underwriting and Rating Information

1.a. Are you a member of the Louisiana State Medical Society (LSMS)? Yes No

2.a. Do you have a current license to practice medicine in LA? Yes No LA License No.:

2.b. State and Federal Narcotics License Numbers:

2.c. Do you have any restrictions? (if yes, explain) Yes No

3. List other states where licensed and license #s:

Table with 3 columns: School/Training, Degree, Year(s). Rows include Undergraduate School, Medical School, Served Internship at (PG I), Served Residency at (PG II - ?), Fellowship or Postgraduate Training.

5. Date you began practicing: \_\_\_\_\_
6. If a foreign medical school graduate, have you obtained an ECFMG Certificate or a Fifth Pathway Certificate?  Yes  No
- 6a. Indicate which certification was obtained and year certified:  ECFMG  Fifth Pathway Year Certified: \_\_\_\_\_
7. Are you certified by an approved specialty board? (If yes, which?)  Yes  No \_\_\_\_\_
8. How many continuing medical education credits did you achieve last year? \_\_\_\_\_
9. If you are coming to Louisiana from another state or country, why? \_\_\_\_\_
- 
10. What is your medical specialty? \_\_\_\_\_

Indicate percentage of time devoted to the following medical and/or surgical activities: (total should equal 100%)

%	%	%	%
<input type="checkbox"/> Aesthetic Medicine	<input type="checkbox"/> General Practice	<input type="checkbox"/> Neurology	<input type="checkbox"/> Pain Management
<input type="checkbox"/> Allergy	<input type="checkbox"/> General Practice - Surgery	<input type="checkbox"/> Neuro-radiology	<input type="checkbox"/> Pathology
<input type="checkbox"/> Anesthesiology	<input type="checkbox"/> General Preventive Medicine	<input type="checkbox"/> Neurosurgery	<input type="checkbox"/> Pediatrics
<input type="checkbox"/> Bariatric Medicine	<input type="checkbox"/> General Surgery	<input type="checkbox"/> Nuclear Medicine	<input type="checkbox"/> Pharmacology-Clinical
<input type="checkbox"/> Bariatric Surgery	<input type="checkbox"/> Geriatrics	<input type="checkbox"/> Nutrition	<input type="checkbox"/> Psychiatry - Phys. Med
<input type="checkbox"/> Cardiac Surgery	<input type="checkbox"/> Geriatrics/Institutional	<input type="checkbox"/> Obstetrics	<input type="checkbox"/> Psychiatry
<input type="checkbox"/> Cardiovascular Diseases	<input type="checkbox"/> Gynecology	<input type="checkbox"/> Obstetrics/Gynecology	<input type="checkbox"/> Psychoanalysis
<input type="checkbox"/> Cardiovascular Surgery	<input type="checkbox"/> Gynecology - Surgery	<input type="checkbox"/> Occupational Medicine	<input type="checkbox"/> Plastic Surgery
<input type="checkbox"/> Colon & Rectal Surgery	<input type="checkbox"/> Hand Surgery	<input type="checkbox"/> Oncology-Medical	<input type="checkbox"/> Pulmonary Diseases
<input type="checkbox"/> Dermatology	<input type="checkbox"/> Hematology	<input type="checkbox"/> Oncology-Surgery	<input type="checkbox"/> Radiology-Diagnostic
<input type="checkbox"/> Emergency Medicine	<input type="checkbox"/> Hospitalist	<input type="checkbox"/> Ophthalmology	<input type="checkbox"/> Radiology-Therapeutic
<input type="checkbox"/> Endocrinology	<input type="checkbox"/> Infectious Diseases	<input type="checkbox"/> Ophthalmology-Surgery	<input type="checkbox"/> Rheumatology
<input type="checkbox"/> Family Practice	<input type="checkbox"/> Intensive Care Medicine	<input type="checkbox"/> Orthopedic – Office Only	<input type="checkbox"/> Thoracic Surgery
<input type="checkbox"/> Family Practice-Incl. OB	<input type="checkbox"/> Internal Medicine	<input type="checkbox"/> Orthopedic Surgery	<input type="checkbox"/> Traumatic Surgery
<input type="checkbox"/> Family Practice-Surgery	<input type="checkbox"/> Laborist	<input type="checkbox"/> Otorhinolaryngology	<input type="checkbox"/> Urgent Care Medicine
<input type="checkbox"/> Forensic Medicine	<input type="checkbox"/> Neonatology	<input type="checkbox"/> Otorhinolaryngology/Plastic	<input type="checkbox"/> Urological Surgery
<input type="checkbox"/> Gastroenterology	<input type="checkbox"/> Nephrology	<input type="checkbox"/> Otorhinolaryngology/Surgery	<input type="checkbox"/> Urology/Gynecology
			<input type="checkbox"/> Vascular Surgery

Additional Specialties \_\_\_\_\_

List any non-standard procedures you perform within or outside of your specialty \_\_\_\_\_

11. Medical or Surgical Procedures (Please indicate whether you perform any of the following):

**Anesthesia**  General  Spinal  Epidural

**Assisting in major surgical procedures**

**Minor Surgery & Procedures**—Includes operations and procedures not considered to be major surgery, involving primary treatment of limited abnormalities, injuries, and infections of the skin and superficial tissue, usually using local anesthesia and predominantly performed on an outpatient basis. It includes but is not limited to the following list. Check all applicable:

- |   |   |
|---|---|
| <input type="checkbox"/> <b>No procedures—only consulting or diagnostic</b> | <input type="checkbox"/> Cryosurgery                                  |
| <input type="checkbox"/> Incisions of boils and superficial abscesses       | <input type="checkbox"/> On benign dermatological lesions             |
| <input type="checkbox"/> Suturing of skin and superficial fascia            | <input type="checkbox"/> Other _____                                  |
| <input type="checkbox"/> Acupuncture—other than acupuncture anesthesia      | <input type="checkbox"/> Dermabrasion                                 |
| <input type="checkbox"/> Angiography  | <input type="checkbox"/> Diagnostic sonography                        |
| <input type="checkbox"/> Angioplasty  | <input type="checkbox"/> Discograms                                   |
| <input type="checkbox"/> Coronary   | <input type="checkbox"/> Electroshock therapy (psychiatric)           |
| <input type="checkbox"/> Peripheral   | <input type="checkbox"/> Fiberoptic bronchoscopy                      |
| <input type="checkbox"/> Bone fractures: closed treatment                   | <input type="checkbox"/> Hair transplant                              |
| <input type="checkbox"/> Cancer chemotherapy                                | <input type="checkbox"/> Interventional endoscopy—specify type: _____ |

- Catheterization
  - Cardiac
  - Transarterial
  - Occasional insertion of pulmonary wedge, recording catheters, or temporary pacemakers
  - Transvenous
  - Umbilical cord catheterization for diagnostic purposes or for monitoring blood gases in newborns receiving oxygen (other than emergency or for transport)
- Cervical conization—specify type: \_\_\_\_\_
- Circumcision
- Colonoscopy
- Cosmetic injections—specify type: \_\_\_\_\_
- Cosmetic/reconstructive skin flaps and skin grafts
- Laser therapy—specify type: \_\_\_\_\_
- Myelography
- Needle biopsy
  - Lung, liver, kidney, or prostate
  - Other—specify type: \_\_\_\_\_
- Nerve blocks, therapeutic—specify type in “Remarks”
- Pain management—specify type in “Remarks”
- Pneumatic or mechanical esophageal dilation (not with bougie or olive)
- Radiopaque contrast material injections into veins, blood vessels, lymphatic, sinus tracts, and fistulae
- Radiopaque contrast material injections into arteries
- Radiation therapy
- Vasectomy
- Other \_\_\_\_\_

**Major Surgery**—Includes operation procedures in or upon any body cavity including cranium, thorax, abdomen, pelvis; any other operations or procedures which, because of the condition of the patient or the length or circumstances of the operation, present a distinct hazard to life. It also includes but is not limited to the following list. Check all applicable:

- Amputations
- Bariatric/Obesity surgery—specify type: \_\_\_\_\_
- Bone fractures
  - Operative treatment
  - Closed manipulation-general or regional anesthesia
- Fertility or reproductive surgery
- Gynecological procedures
  - Dilation and currettements other than emergency
- Laparoscopic Cholecystectomy
- Laparoscopy
  - Diagnostic
  - Sterilization
  - Therapeutic
- Liposuction—specify type, and if performed under general or local anesthesia: \_\_\_\_\_
- Minimal invasive endoscopic surgery—specify type: \_\_\_\_\_
- Obstetrical procedures
  - Abortions
    - Elective
    - Therapeutic
  - Cesarean sections
    - Forceps delivery other than outlet forceps
    - Home delivery
    - Vaginal delivery
    - Other \_\_\_\_\_
- Penile implants
- Percutaneous disc surgery
- Plastic surgery
  - Cosmetic—specify type: \_\_\_\_\_
  - Reconstructive—specify type: \_\_\_\_\_
  - Facial—specify type: \_\_\_\_\_
  - Breast augment/reduction
- Radial keratotomy
- Spine surgery
 

<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Primary</b></li> <li><input type="checkbox"/> Cervical</li> <li><input type="checkbox"/> Thoracic</li> <li><input type="checkbox"/> Lumbar</li> <li><input type="checkbox"/> Spinal instrumentation</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Reoperative</b></li> <li><input type="checkbox"/> Cervical</li> <li><input type="checkbox"/> Thoracic</li> <li><input type="checkbox"/> Lumbar</li> <li><input type="checkbox"/> Spinal instrumentation</li> </ul>
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- Tonsillectomies and/or adenoidectomies
- Other—specify type: \_\_\_\_\_

12. Medical or Surgical Procedures cont'd (Please indicate whether you perform any of the following):

(a) What percentage of your overall practice is devoted to treatment of chronic pain by prescribing controlled substances? \_\_\_\_\_%

If *yes*, please answer the following:

Is the clinic licensed to operate as a pain management clinic?  Yes  No

If *yes*, please attach a copy of the license.

If *no*, please explain.

Physical address of the pain management clinic: \_\_\_\_\_

List the owner(s) of the pain management clinic: \_\_\_\_\_

How many hours/week do you work in a pain management clinic? \_\_\_\_\_

How many patients do you see weekly in a pain management clinic? \_\_\_\_\_

What percentage of your patients in the pain management clinic, are prescribed controlled substances? \_\_\_\_\_

Please describe your training, qualifications and/or board certifications in Pain Management in "Remarks".

(b) Do you provide care for federal/state prison or other correctional institution inmates?  Yes  No

If *yes*, please list institution(s) in "Remarks".

If *yes*, what percentage of your practice does this involve? \_\_\_\_\_ %

Does the institution(s) cover you for this exposure?  Yes  No

(If *no*, please forward copy of your contract with the institution so LAMMICO can determine if coverage can be provided.)

(c) Do you provide care for nursing home or long-term care facility patients?  Yes  No

If *yes*, what percentage of your practice does this involve? \_\_\_\_\_ %

(d) Do you provide care for any sports team or other athletic organization?  Yes  No

If *yes*, what percentage of your practice does this involve? \_\_\_\_\_ %

Does the team cover you for this exposure?  Yes  No

Do you travel outside of Louisiana as part of your duties for the team? If *yes*, please explain in "Remarks".  Yes  No

(e) If you practice as a Radiologist, do you interpret mammograms?  Yes  No

If *yes*, what percentage of your practice does this involve? \_\_\_\_\_ %

If *yes*, are they double-read by another radiologist?  Yes  No

(f) Do you use experimental procedures, devices, drugs or therapy in treatment or surgery?  Yes  No

If *yes*, please describe in "Remarks".

Do you follow FDA-approved protocols? If *no*, please describe in "Remarks".  Yes  No

(g) Do you practice as a pulmonologist?  Yes  No

If *yes*, do you also practice as an intensivist?  Yes  No

If *yes*, what percentage of your practice does this involve? \_\_\_\_\_ %

(h) Do you perform any coroner duties? If *yes*, please explain in "Remarks".  Yes  No

(i) Does your practice include cosmetic/aesthetic procedures?  Yes  No

If *yes*, please describe in "Remarks".

(j) Do you provide laser/pulsed light procedures for cosmetic purpose?  Yes  No

If *yes*, please describe in "Remarks".

If *yes*, are these procedures performed under your direct on-site supervision?  Yes  No

13. Type of practice:

Solo  Partnership  Corporation  Employee  Other: \_\_\_\_\_

(a) Give names of all medical partnerships, professional medical corporations, or other business entities:

\_\_\_\_\_

\_\_\_\_\_

(b) Name each partner/shareholder who is insured by LAMMICO

(c) Name each partner/shareholder who is not insured by LAMMICO

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(d) Is a medical corporation, partnership, or other entity to be added as an additional insured on your policy?  Yes  No  
If yes, provide a copy of the Articles of Incorporation or Partnership Agreement for each entity that is to be covered.

(e) If employed, name of employer: \_\_\_\_\_

(f) Are you in the employ of or under contract to any governmental entity?  Yes  No  
If yes, provide a detailed explanation including a description of your responsibilities in "Remarks".

(g) Are you under contract to provide professional services to any individual, firm, corporation or athletic organization other than your own?  Yes  No  
If yes, please explain the details of your responsibilities in "Remarks".

14. Do you serve as a Medical Director? If yes, please explain in "Remarks".  Yes  No

15a. What call arrangements have you made and what are the qualifications of the person(s) taking your calls?  
\_\_\_\_\_

15b. Do you verify whether or not the person taking your calls purchases professional liability insurance?  Yes  No

16. (a) Do you (or does your partnership/association/corporation/joint venture) employ or contract with any of the following:

Licensed Physician Assistants	<input type="checkbox"/> Yes	Indicate # _____	<input type="checkbox"/> No
Licensed Surgeon Assistants	<input type="checkbox"/> Yes	Indicate # _____	<input type="checkbox"/> No
Licensed Nurse Practitioners (not LPNs)	<input type="checkbox"/> Yes	Indicate # _____	<input type="checkbox"/> No
Certified Registered Nurse Anesthetists (CRNAs)	<input type="checkbox"/> Yes	Indicate # _____	<input type="checkbox"/> No
Nurse midwives	<input type="checkbox"/> Yes	Indicate # _____	<input type="checkbox"/> No
Other—please list in "Remarks"	<input type="checkbox"/> Yes	Indicate # _____	<input type="checkbox"/> No

**Please provide a copy of all Collaborative Practice Agreements with APRNs you supervise.**

**NOTE: If you answered yes to any part of question 16(a), please list all names in the "Remarks" section. If you want to apply for insurance for these medical professionals through LAMMICO, please indicate in the "Remarks" section.**

(b) Are the providers listed above currently covered by LAMMICO?  Yes  No  
If covered elsewhere, please provide certificates of insurance.

(c) Are the providers listed above qualified with the Louisiana Patients' Compensation Fund?  Yes  No

(d) Are the providers listed above independent contractors?  Yes  No  
If yes, please list names and provide certificates of insurance.

(e) Do you supervise any individuals other than your employees?  Yes  No

17. Describe your practice mix, i.e., surgical to non-surgical, city or rural, welfare or private pay, etc.:  
\_\_\_\_\_

18. Do you market, advertise, or practice medicine outside Louisiana?  Yes  No  
If yes, explain: \_\_\_\_\_

19. Do you perform consultations outside Louisiana, including but not limited to the use of communications technology as the medium for rendering medical services, medical opinions or medical advice (telemedicine or internet medicine)?  Yes  No  
If yes, identify all states in which such patients reside: \_\_\_\_\_  
If yes, what percentage of your practice is involved in such activities? \_\_\_\_\_ %

20. Do you read, interpret or diagnose films, slides or specimens taken from patients residing in states other than your primary practice address?  Yes  No  
If yes, identify all states in which such patients reside: \_\_\_\_\_

21. Do you work in an emergency room on a scheduled basis? (if yes, please answer a and b below)  Yes  No  
(a) Indicate number of hours per month devoted to hospital emergency room care: \_\_\_\_\_ Hours per month

- (b) Is this emergency room care: On your own patients only?  Yes  No  
 Required for staff privileges  Yes  No

Other—please describe: \_\_\_\_\_

- (c) Are you requesting LAMMICO to cover you for ER work?  Yes  No

22. Do you perform major surgery in a freestanding facility (other than a hospital)?  Yes  No  
 If yes, please provide details in “Remarks”.

23. Do you dispense drugs (other than free samples) in your office?  Yes  No If yes, state your Louisiana State Dispensing number \_\_\_\_\_ and outline your training, record keeping under “Remarks” section.

24. Do you anticipate changes in your practice in the next 12 months?  Yes  No  
 If yes, please describe.

25. Has there been any change in your practice or specialty in the past ten years?  Yes  No  
 If yes, please describe.

26. Are you applying for insurance to cover only part-time practice or moonlighting activities?  Yes  No  
 (If yes, please explain in the “Remarks” section of this application) Number of hours per month? \_\_\_\_\_

**NOTE: If you answer yes to any of the following questions, please give detailed information in the “Remarks” section of this application. (Attach additional sheets if necessary.)**

27. Has Medicare/Medicaid brought documented charges against you for alleged fraud or inappropriate fees?  Yes  No
28. Has any hospital or medical staff ever restricted or revoked your privileges or invoked probation?  Yes  No
29. Has your license to practice medicine or narcotics license ever been revoked, voluntarily suspended, or subjected to probation/restrictions or are you aware of any circumstances that might lead to such?  Yes  No
30. Has your membership in any medical association or society ever been refused, suspended, revoked, voluntarily surrendered or been censured?  Yes  No
31. Have you been treated for alcoholism, narcotic addiction or mental illness?  Yes  No
32. Have you volunteered to or been asked to participate in a physician’s health (impaired) program?  Yes  No
33. Have Preceptor(s) or assisting physicians ever been assigned to your practice by a state licensing committee?  Yes  No
34. Have you now or have you ever had a chronic illness or physical limitation that impairs or could tend to impair your ability to practice medicine?  Yes  No
35. Have you been charged with or convicted of a crime (other than a motor vehicle violation)?  Yes  No
36. Have fee complaints or professional relations complaints been registered against you with your medical society/association or state licensing authority?  Yes  No
37. Has your professional liability insurance ever been cancelled, non-renewed, restricted or surcharged, or has your professional liability insurer ever asked you not to renew your policy?  Yes  No
38. Has any insurance carrier ever declined to offer professional liability insurance to you?  Yes  No
39. Has any claim or suit for alleged malpractice ever been brought against you?  Yes  No
40. Are you aware of any circumstances that might reasonably lead to such a claim or suit?  Yes  No

**NOTE: If you answered yes to question 39 or 40, please provide the following information to complete and expedite our underwriting review:**

- (1) For each claim, complete the attached CLAIM ADDENDUM.
- (2) A copy of the petition filed against you, if available.
- (3) If you think it will help in the evaluation of the claim, include a copy of the complete hospital chart, your office records, and a complete copy of all medical records (hospital, ambulatory care, office, etc.) pertinent to the claim.

**We may ask for additional information as needed. Please be as thorough as possible in order to expedite the review of your application.**

41. List names of all professional liability insurance carriers that you have been insured with for the last 10 years, dates of coverage and reasons for change: \_\_\_\_\_

42. Why did you choose LAMMICO? \_\_\_\_\_

43. How many times have you changed your place of practice in the last 10 years, and what were the reasons for the changes? \_\_\_\_\_

44. What is your existing form of insurance?  Claims-made  Occurrence  None Carried

45. a. If your most recent professional liability policy was written on a claims-made basis, did you purchase the reporting endorsement ("tail" coverage)?  Yes  No

b. If no, are you applying for prior acts coverage from LAMMICO?  Yes  No

**If no, I realize that not purchasing the "tail" from my current carrier can result in an uninsured exposure for any claims which may arise in the future as a result of professional services rendered while insured by my current carrier's policy. I understand that the policy I am purchasing from LAMMICO will not provide prior acts coverage.**

Initial here \_\_\_\_\_

(LAMMICO will give consideration for prior acts only to those physicians who have practiced medicine exclusively in Louisiana. If you qualify, please submit a copy of your current policy showing the retroactive date and a current certificate of enrollment from the Louisiana Patients' Compensation Fund.)

46. Retroactive date used by your existing carrier: \_\_\_\_\_

**NOTE: To prevent possible gaps in your claims-made coverage, either a reporting endorsement ("tail") or prior acts coverage must be purchased.**

Question No.	Remarks (Attach additional sheets, if necessary)

**Sign and date application in the space below.**

**I hereby declare** that all statements and answers herein are full, complete, and true to the best of my knowledge and belief and that no material circumstance or information concerning the subject matter of the questions asked has been withheld or omitted.

**I understand** that the statements and answers will be relied upon by Louisiana Medical Mutual Insurance Company (LAMMICO) and are material in determining not only whether insurance coverage will be issued or renewed, but also correct classification.

**I hereby authorize** release of my name, business address, policy and premium information by LAMMICO to its agents or designees subject to confidentiality and nondisclosure agreements.

**I authorize** any professional societies, prior or present business or medical associates, licensing boards, hospitals, government entities, corporations, partnerships, organizations, institutions or persons that may have any record or knowledge concerning any of the statements and answers made herein to release such information to LAMMICO upon its request. I authorize the use of a copy of this authorization in place of the original.

**Signing this application does not bind the company to issue a policy of insurance. However, it is agreed that this form shall be the basis of the policy.**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

LAMMICO is required by LA Revised Statue 40:1424, to include the following on this application:

**Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application of insurance is guilty of a crime and may be subject to fines and confinement in prison.**





