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Lawrenceville, GA 30043

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Healthcare Professional Services, Inc.

Submission Requirements

Physician & Surgeons

- Fully completed appropriate insurer application.
 - Application must include complete insurer history with an explanation for any gaps in coverage. History should go back a minimum of 10 years.
 - Appropriate claim supplement forms for all previous claims with narratives detailing course of treatment, allegations and current status of claim.
- Current loss runs from all insurers over the last 10 years.
- Copy of current medical license.
- Copy of Board Certification, if applicant is a board certified practitioner.
- Copy of CV (curriculum vitae). Also referred to as a medical resume.
- Copy of current insurer Declarations page showing current policy retroactive date of coverage.
- Copies of any advertising or web site information that applicant may be using regarding their practice services.
- Copy of current business letterhead.
- Articles of Incorporation are required by several insurers if the applicant operates a legally named entity and is requesting shared limits coverage for said entity.



The Medical Malpractice Specialists
www.healthcareprofservices.com