

**LIFE – GENERAL KNOWLEDGE
CONTENT OUTLINE**

Product Knowledge, Terms, and Concepts

(50 scored plus 5 pretest questions)

I. TYPES OF POLICIES.....15

A. Traditional whole life products

1. Ordinary whole life
2. Limited-pay and single-premium life

B. Interest/market sensitive/adjustable life products

1. Universal life
2. Variable whole life
3. Variable universal life
4. Interest-sensitive whole life
5. Indexed life

C. Term life

1. Types
 - a. Level
 - b. Decreasing
 - c. Return of premium
 - d. Annually renewable
2. Special features
 - a. Renewable
 - b. Convertible

D. Annuities

1. Single, level, and flexible premium
2. Immediate and deferred
3. Fixed and variable
4. Indexed
5. Accumulation and Annuity Periods
6. Payout options

E. Combination plans and variations

1. Joint life (first to die)
2. Survivorship life

II. POLICY RIDERS, PROVISIONS, OPTIONS, AND EXCLUSIONS..... 15

A. Policy riders

1. Waiver of premium and waiver of monthly deduction
2. Guaranteed insurability
3. Payor benefit
4. Accidental death and/or accidental death and dismemberment
5. Term riders
6. Other insureds
7. Long term care
8. Return of premium
9. Disability
10. Cost of Living

B. Policy provisions and options

1. Entire contract
2. Insuring clause
3. Free look
4. Consideration
5. Owner's rights
6. Beneficiary designations
 - a. Primary and contingent
 - b. Revocable and irrevocable

- c. Common disaster
 - d. Minor beneficiaries
 - e. Designation by class
7. Premium Payment
 - a. Modes
 - b. Grace period
 - c. Automatic premium loan
 - d. Level or flexible
 8. Reinstatement
 9. Policy loans, withdrawals, partial surrenders
 10. Nonforfeiture options
 11. Dividends and dividend options (e.g. participating, non-participating)
 12. Incontestability
 13. Assignments
 14. Suicide
 15. Misstatement of age and gender
 16. Settlement options
 17. Accelerated death benefits

C. Policy exclusions

1. War
2. Aviation
3. Dangerous occupation

III. COMPLETING THE APPLICATION, UNDERWRITING, AND DELIVERING THE POLICY..... 12

A. Completing the application

1. Required signatures
2. Changes in the application
3. Consequences of incomplete applications
4. Warranties and representations
5. Collecting the initial premium and issuing the receipt
6. Replacement
7. Disclosures at point of sale (i.e. HIPAA, HIV consent)
8. USA PATRIOT Act/anti-money laundering
9. Gramm-Leach-Bliley Act (GLBA) Privacy

B. Underwriting

1. Insurable interest
2. Medical information and consumer reports
3. Fair Credit Reporting Act
4. Risk classification
5. Stranger/Investor owned life insurance (STOLI, IOLI)

C. Delivering the policy

1. When coverage begins
2. Explaining the policy and its provisions, riders, exclusions, and ratings to the client

D. Contract Law

1. Elements of a contract
 - a. Consideration
 - b. Offer and Acceptance
 - c. Competent Parties
 - d. Legal purpose
2. Unique aspects of the insurance contract
 - a. Conditional
 - b. Unilateral
 - c. Adhesion
 - d. Aleatory

IV. RETIREMENT AND OTHER INSURANCE CONCEPTS 8

- A. Third-party ownership**
- B. Life Settlements**
- C. Group life insurance**
 - 1. Conversion privilege
 - 2. Contributory vs. noncontributory
- D. Retirement plans**
 - 1. Qualified plans
 - 2. Nonqualified plans
- E. Life insurance needs analysis/suitability**
 - 1. Personal insurance needs
 - 2. Business insurance needs
 - a. Key person
 - b. Buy sell
- F. Social Security benefits**
- G. Tax treatment of insurance premiums, proceeds, dividends**
 - 1. Individual life
 - 2. Group life
 - 3. Modified Endowment Contracts (MECs)

- 9. Reinstatement/license expiration
Ref: 38-43-110(B)
- D. Unfair and prohibited trade practices**
 - 1. Rebating
Ref: 38-57-130
 - 2. Defamation
Ref: 38-57-90
 - 3. Unfair Discrimination
Ref: 38-55-50; 38-57-120
 - 4. Misrepresentation
Ref: 38-57-40
 - 5. False advertising
Ref: 38-57-40, 50
 - 6. Boycott, coercion, and intimidation
Ref: 38-57-100, 110
 - 7. Unfair claims settlement practices
Ref: 38-59-10, 20
 - 8. Fraud
Ref: 38-43-245
 - 9. False Financial Statements
Ref: 38-57-80
 - 10. Prohibited inducements
Ref: 38-57-130, 150

LIFE – SOUTH CAROLINA SPECIFIC CONTENT OUTLINE

(25 scored plus 5 pretest questions)

I. SOUTH CAROLINA LAWS AND REGULATIONS PERTINENT TO ALL LINES.....18

- A. Insurance Department and Director**
 - 1. Powers and duties
Ref: 38-3-60, 110
 - 2. Examination of books and records
Ref: 38-13-10-30; 38-43-250
 - 3. Investigations/Notice of hearing
Ref: 38-3-170; 38-57-200
 - 4. Penalties and fines
Ref: 38-2-10-30, 38-43-130
 - 5. Cease and desist orders
Ref: 38-59-30, 270
- B. General insurance definitions**
 - 1. Domestic, foreign and alien insurers
Ref: 38-1-20
 - 2. Admitted/Nonadmitted insurer
Ref: 38-1-20; 38-5-80
 - 3. Sell, solicit, negotiate
Ref: 38-1-20; 38-43-10
- C. Licensing**
 - 1. Producer
Ref: 38-43-10, 20, 30, 60
 - 2. License fees and application
Ref: 38-43-80, 100, 101
 - 3. License probation, revocation, suspension, or denial of reissuance
Ref: 38-43-130, 230
 - 4. Temporary License
Ref: 38-43-102
 - 5. Nonresident License
Ref: 38-43-70
 - 6. Agent appointment/termination of contract
Ref: 38-43-40, 50, 55
 - 7. Continuing education
Ref: 38-43-106; Reg 69-50
 - 8. Change of Address/name change
Ref: 38-43-107; 38-43-10(C)

- E. Reporting and Disposition of Premiums**
 - 1. Fiduciary capacity; misappropriation of funds
Ref: 38-43-130, 240, 420
 - 2. Commissions and compensation/charges for extra services
Ref: 38-43-200
 - 3. Reporting of Actions
Ref: 38-43-247
 - F. Life and Accident and Health Insurance Guaranty Association**
Ref: 38-29-20, 30, 40, 50, 80, 130, 200
 - G. Consumer information privacy regulation**
Ref: Reg 69-58 Sec 1-16
- ### **II. SOUTH CAROLINA LAWS AND REGULATIONS PERTINENT TO LIFE INSURANCE7**
- A. Replacement/Conversion of Life insurance**
Ref: Reg 69-12.1, 38-65-210(8-10)
 - B. Life insurance advertisements and solicitation**
*Ref: 38-63-220(b); Reg 69-30(D),(E), Appendix A & B;
Reg 69-40 Sec 1-8*
 - C. Group/Individual Life policy provisions and riders**
Ref: 38-63-40, 220; 38-65-90, 210

**ACCIDENT AND HEALTH
GENERAL KNOWLEDGE
CONTENT OUTLINE**

**Product Knowledge, Terms, and Concepts
(50 scored plus 5 pretest questions)**

<p>I. TYPES OF POLICIES.....16</p> <p>A. Disability income</p> <ol style="list-style-type: none"> 1. Individual disability income policy 2. Business overhead expense policy 3. Business disability buyout policy 4. Group disability income policy 5. Key employee policy <p>B. Accidental death and dismemberment</p> <p>C. Medical expense insurance</p> <ol style="list-style-type: none"> 1. Basic hospital, medical, and surgical policies 2. Major medical policies 3. Health Maintenance Organizations (HMOs) 4. Preferred Provider Organizations (PPOs) 5. Point of Service (POS) plans 6. Flexible Spending Accounts (FSAs) 7. High Deductible Health Plans (HDHPs) and related Health Savings Accounts (HSAs) 8. Health Reimbursement Accounts (HRAs) <p>D. Medicare supplement policies</p> <p>E. Group insurance</p> <ol style="list-style-type: none"> 1. Differences between individual and group contracts 2. General characteristics 3. COBRA <p>F. Individual/Group Long Term Care (LTC)</p> <ol style="list-style-type: none"> 1. Eligibility 2. Levels of care <p>G. Other policies</p> <ol style="list-style-type: none"> 1. Dental 2. Vision 3. Cancer 4. Critical illness or specified disease 5. Worksite (employer-sponsored) 6. Hospital indemnity 7. Short-term medical 8. Accident <p>II. POLICY PROVISIONS, CLAUSES, AND RIDERS.....15</p> <p>A. Mandatory and optional provisions</p> <ol style="list-style-type: none"> 1. Entire contract 2. Time limit on certain defenses (incontestable) 3. Grace period 4. Reinstatement 5. Notice of claim 6. Claim forms 7. Proof of loss 8. Time of payment of claims 9. Payment of claims 10. Physical examination and autopsy 11. Legal actions 12. Change of beneficiary 13. Misstatement of age or gender 14. Change of occupation 15. Illegal occupation 16. Relation of earnings to insurance <p>B. Other provisions and clauses</p> <ol style="list-style-type: none"> 1. Insuring clause 	<ol style="list-style-type: none"> 2. Free look 3. Consideration clause 4. Probationary period 5. Elimination period 6. Waiver of premium 7. Exclusions and limitations 8. Preexisting conditions 9. Coinsurance 10. Deductibles 11. Eligible expenses 12. Copayments 13. Pre-authorizations and prior approval requirements 14. Usual, reasonable, and customary (URC) charges 15. Lifetime, annual or per cause maximum benefit limits <p>D. Riders</p> <ol style="list-style-type: none"> 1. Impairment/exclusions 2. Guaranteed insurability 3. Future increase option <p>E. Rights of renewability</p> <ol style="list-style-type: none"> 1. Noncancelable 2. Cancelable 3. Guaranteed renewable <p>III. SOCIAL INSURANCE 6</p> <p>A. Medicare (Parts A, B, C, D)</p> <p>B. Medicaid</p> <p>C. Social Security benefits</p> <p>IV. OTHER INSURANCE CONCEPTS 5</p> <p>A. Total, partial, recurrent and residual disability</p> <p>B. Owner's rights</p> <p>C. Dependent children benefits</p> <p>D. Primary and contingent beneficiaries</p> <p>E. Modes of premium payments</p> <p>F. Nonduplication and coordination of benefits (e.g., primary vs. excess)</p> <p>G. Occupational vs. nonoccupational</p> <p>H. Tax treatment of premiums and proceeds of insurance contracts (e.g., disability income and medical expenses, etc.)</p> <p>I. Managed care</p> <p>J. Workers Compensation</p> <p>K. Subrogation</p> <p>V. FIELD UNDERWRITING PROCEDURES..... 8</p> <p>A. Completing the application</p> <p>B. Explaining sources of insurability and HIPAA privacy (e.g., MIB Report, Fair Credit Reporting Act, etc.)</p> <p>C. Initial premium payment and receipt and consequences of the receipt (e.g., medical examination, etc.)</p> <p>D. Submitting application (and initial premium if collected) to company for underwriting</p> <p>E. Policy delivery</p> <p>F. Explaining policy and its provisions, riders, exclusions, and ratings to clients</p> <p>G. Replacement</p> <p>H. Contract law</p> <ol style="list-style-type: none"> 1. Elements of a contract 2. Insurable interest 3. Warranties and representations 4. Unique aspects of the insurance contract <ol style="list-style-type: none"> a. Conditional
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- b. Unilateral
- c. Adhesion
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ACCIDENT AND HEALTH – SOUTH CAROLINA SPECIFIC CONTENT OUTLINE

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5. Cease and desist orders
Ref: 38-59-20, 270

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Ref: 38-1-20, 38-43-10

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1. Producer
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2. License fees and application
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4. Temporary License
Ref: 38-43-102
5. Nonresident License
Ref: 38-43-70
6. Agent appointment/termination of contract
Ref: 38-43-40, 50, 55
7. Continuing education
Ref: 38-43-106; Reg. 69-50
8. Change of Address/name change
Ref: 38-43-10(C), 107
9. Reinstatement/license expiration
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D. Unfair and prohibited trade practices

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Ref: 38-57-130
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F. Life and Accident Health Insurance Guaranty Association

Ref: 38-29-20, 30, 40, 50, 80, 130, 200

G. Consumer information privacy regulation

Ref: Reg 69-58 Sec 1-16

II. SOUTH CAROLINA LAWS AND REGULATIONS

PERTINENT TO ACCIDENT & HEALTH INSURANCE.....7

A. Individual and Group Accident and Health Insurance

Ref: 38-71 et al

B. Medicare Supplement

Ref: Reg 69-46 Sec 1-8, 11-13, 17-24

C. Long Term Care

Ref: Reg 69-44 Sec 1, 3-9 and 12-14

**LIFE, ACCIDENT, AND HEALTH
GENERAL KNOWLEDGE
CONTENT OUTLINE**

Product Knowledge, Terms, and Concepts
(100 scored plus 5 pretest questions)

I. LIFE: TYPES OF POLICIES..... 15

A. Traditional whole life products

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2. Limited-pay and single-premium life

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1. Universal life
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1. Types
 - a. Level
 - b. Decreasing
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 - d. Annually renewable
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E. Combination plans and variations

1. Joint life (first to die)
2. Survivorship life

**II. LIFE: POLICY RIDERS, PROVISIONS, OPTIONS,
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A. Policy riders

1. Waiver of premium and waiver of monthly deduction
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C. Policy exclusions

1. War
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**III. LIFE: COMPLETING THE APPLICATION,
UNDERWRITING, AND DELIVERING THE POLICY.... 12**

A. Completing the application

1. Required signatures
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C. Delivering the policy

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1. Elements of a contract
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**IV. LIFE: RETIREMENT AND OTHER INSURANCE
CONCEPTS8**

A. Third-party ownership

B. Life Settlements

C. Group life insurance

1. Conversion privilege
2. Contributory vs. noncontributory

D. Retirement plans	
1. Qualified plans	
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E. Life insurance needs analysis/suitability	
1. Personal insurance needs	
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a. Key person	
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V. ACCIDENT & SICKNESS: TYPES OF POLICIES..... 16	
A. Disability income	
1. Individual disability income policy	
2. Business overhead expense policy	
3. Business disability buyout policy	
4. Group disability income policy	
5. Key employee policy	
B. Accidental death and dismemberment	
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VI. ACCIDENT AND SICKNESS: POLICY PROVISIONS, CLAUSES, AND RIDERS..... 15	
A. Mandatory and optional provisions	
1. Entire contract	
2. Time limit on certain defenses (incontestable)	
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VIII. ACCIDENT AND SICKNESS: OTHER INSURANCE CONCEPTS..... 5	
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Ref: 38-43-40, 50, 55
- 7. Continuing education
Ref: 38-43-106; 69-50
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Ref: 38-43-107
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- 3. Reporting of Actions
Ref: 38-43-247

F. Life and Accident and Health Insurance Guaranty Association

Ref: 38-29-20, 30, 40, 50, 80, 130, 200

G. Consumer information privacy regulation

Ref: Reg 69-58 Sec 1-16

II. SOUTH CAROLINA LAWS AND REGULATIONS PERTINENT TO LIFE INSURANCE.....6

A. Replacement/Conversion of Life insurance

Ref: 38-63-220(b); Reg 69-12.1, 38-65-210(8-10)

B. Life insurance advertisements and solicitation

Ref: Reg 69-30(D),(E), Appendix; Reg 69-40 Sec 5-8

C. Group/Individual Life policy provisions and riders

Ref: 38-63-220, 38-63-40, 38-65-90

III. SOUTH CAROLINA LAWS AND REGULATIONS PERTINENT TO ACCIDENT & HEALTH INSURANCE...6

A. Individual and group Accident and Health Insurance

Ref: 38-71 et al

B. Medicare Supplement

Ref: Reg 69-46 Sec 4, 8, 11, 17, 18, 19, 20, 22, 23

C. Long Term Care

Ref: Reg 69-44 Sec 6 through 9 and 12 through 14

PROPERTY – GENERAL KNOWLEDGE CONTENT OUTLINE

Product Knowledge, Terms, and Concepts
(50 scored plus 5 pretest questions)

I. TYPES OF POLICIES 22

A. Homeowners

1. HO-2
2. HO-3
3. HO-4
4. HO-5
5. HO-6
6. HO-8

B. Dwelling policies

C. Commercial lines

1. Commercial Package Policy (CPP)
2. Commercial property
 - a. Commercial building and personal property form
 - b. Causes of loss forms
 - c. Business income
 - d. Extra expense
 - e. Equipment breakdown
3. Businessowners Policy (BOP)
4. Builders Risk
5. Cyber First-Party Coverage

D. Inland marine

1. Personal Articles floaters
2. Commercial Property floaters

E. National Flood Insurance Program

F. Others

1. Earthquake
2. Mobile Homes
3. Watercraft
4. Farm Owners
5. Windstorm

II. INSURANCE TERMS AND RELATED CONCEPTS..... 15

A. Insurance

1. Law of Large Numbers

B. Insurable interest

C. Risk

1. Pure vs. Speculative Risk

D. Hazard

1. Moral
2. Morale
3. Physical

E. Peril

F. Loss

1. Direct
2. Indirect

G. Loss valuation

1. Actual cash value
2. Replacement cost
3. Market value
4. State/agreed value
5. Salvage value

H. Proximate cause

I. Deductible

J. Indemnity

K. Limits of liability

L. Coinsurance/Insurance to value

M. Occurrence

N. Cancellation

O. Nonrenewal

P. Vacancy and unoccupancy

Q. Liability

1. Absolute
2. Strict
3. Vicarious

R. Negligence

S. Binder

T. Endorsements

U. Blanket vs. Specific

III. POLICY PROVISIONS AND CONTRACT LAW..... 13

A. Declarations

B. Insuring agreement

C. Conditions

D. Exclusions

E. Definition of the insured

F. Duties of the insured

G. Obligations of the insurance company

H. Mortgagee rights

I. Proof of loss

J. Notice of claim

K. Appraisal

L. Other Insurance Provision

M. Subrogation

N. Elements of a contract

O. Warranties, representations, and concealment

P. Sources of underwriting information

Q. Fair Credit Reporting Act

R. Privacy Protection (Gramm Leach Bliley)

S. Policy Application

T. Terrorism Risk Insurance Act (TRIA)

U. Territory

PROPERTY SOUTH CAROLINA-SPECIFIC CONTENT OUTLINE

(25 scored questions)

I. SOUTH CAROLINA LAWS AND REGULATIONS PERTINENT TO ALL LINES.....18

A. Insurance Department and Director

1. Powers and duties
Ref: 38-3-60, 110
2. Examination of books and records
Ref: 38-13-10-30; 38-43-250
3. Investigations/Notice of hearing
Ref: 38-3-170; 38-57-200
4. Penalties and fines
Ref: 38-2-10-30, 38-43-130
5. Cease and desist orders
Ref: 38-59-20, 38-59-270

B. General insurance definitions

1. Domestic, foreign and alien insurers
Ref: 38-1-20
2. Admitted/Nonadmitted insurer
Ref: 38-1-20; 38-5-80
3. Sell, solicit, negotiate
Ref: 38-1-20

C. Licensing

1. Producer
Ref: 38-43-10, 20, 30, 60
2. License fees and application
Ref: 38-43-80, 100, 101
3. License probation, revocation, suspension, or denial of reissuance
Ref: 38-43-130, 230
4. Temporary License
Ref: 38-43-102
5. Nonresident License
Ref: 38-43-70
6. Agent appointment/termination of contract
Ref: 38-43-40, 50, 55
7. Continuing education
Ref: 38-43-106; 69-50
8. Change of Address/name change
Ref: 38-43-107; 38-43-10(C)
9. Reinstatement/license expiration
Ref: 38-43-110(B)

D. Unfair and prohibited trade practices

Ref: 38-43-130

1. Rebating
Ref: 38-57-130
2. Defamation
Ref: 38-57-90
3. Unfair Discrimination
Ref: 38-55-50
4. Misrepresentation
Ref: 38-57-40
5. False advertising
Ref: 38-57-50
6. Boycott, coercion, and intimidation
Ref: 38-57-100
7. Unfair claims settlement practices
Ref: 38-59-20
8. Fraud
Ref: 38-43-245, 38-55-510-590
9. False Financial Statements
Ref: 38-57-80
10. Prohibited inducements
Ref: 38-57-130, 150

E. Reporting and Disposition of Premiums

1. Fiduciary capacity; misappropriation of funds
Ref: 38-43-130, 240, 420
2. Commissions and compensation/charges for extra services
Ref: 38-43-200
3. Reporting of Actions
Ref: 38-43-247

F. Consumer information privacy regulation

Ref: Reg 69-58 Sec 1-16

II. SOUTH CAROLINA LAWS AND REGULATIONS

PERTINENT TO PROPERTY INSURANCE7

A. Cancellation and nonrenewal of policies

Ref: 38-77-120-124, 390; RL 56-10-280, 38-75-730-750

B. Regulation of Rates

Ref: 38-73-10-40, 210-220, 260, 310-340, 410-49, 540-545

C. South Carolina Property and Casualty Insurance Guaranty Association

Ref: 38-31-10-110

D. South Carolina Valued Policy Law

Ref: 38-75-20, 30

E. South Carolina Wind and Hail Underwriting Association (SCWHUA)

Ref: 38-75-310-460

CASUALTY – GENERAL KNOWLEDGE CONTENT OUTLINE

Product Knowledge, Terms, and Concepts

(50 scored plus 5 pretest questions)

Note: Forms and endorsements in the outlines are referenced in versions developed by (1) Insurance Services Office; (2) National Council on Compensation Insurance; (3) Surety Association of America.

I. TYPES OF POLICIES, BONDS, AND RELATED TERMS. 23

A. Commercial general liability

1. Exposures
 - a. Premises and Operations
 - b. Products and Completed Operations
2. Coverage
 - a. Coverage A: Bodily Injury and Property Damage Liability (Occurrence, Claims made including Retroactive Date)
 - b. Coverage B: Personal Injury and Advertising Injury
 - c. Coverage C: Medical Payments
 - d. Supplemental Payments
 - e. Who is an insured
 - f. First named insured
 - g. Limits (Per occurrence, Annual Aggregate)
 - h. Damage to Property of Others

B. Automotive: personal auto and business auto

1. Liability
 - a. Bodily Injury
 - b. Property Damage
 - c. Split Limits
 - d. Combined Single Limit
2. Medical Payments
3. Physical damage (collision; other than collision; specified perils)
4. Uninsured motorists
5. Underinsured motorists
6. Who is an insured
7. Types of Auto
 - a. Owned
 - b. Non-owned
 - c. Hired
 - d. Temporary Substitute
 - e. Newly Acquired Autos
 - f. Transportation Expense and Rental Reimbursement Expense
8. Auto Dealers Coverage Form, including Garagekeepers Insurance
9. Exclusions
10. Individual Insured and Drive Other Car (DOC)
11. Mobile equipment

C. Workers Compensation insurance, Employers Liability insurance, and Related Issues

Note: State law is addressed elsewhere in this outline.

1. Standard policy concepts
 - a. Who is an employee/employer
 - b. Compensation
2. Work-related vs. non-work-related
3. Other states' insurance
4. Employers Liability
5. Exclusive Remedy
6. Premium Determination

D. Crime

1. Employee Dishonesty
2. Theft
3. Robbery
4. Burglary
5. Forgery and Alteration
6. Mysterious disappearance

E. Bonds

1. Surety
2. Fidelity

F. Professional liability

1. Errors and Omissions
2. Medical Malpractice
3. Directors and Officers (D&O)
4. Employment Practices Liability (EPLI)
5. Cyber liability and data breach, funds transfer
6. Liquor liability

G. Umbrella/Excess liability

H. Business Owners Policy (BOP)

II. INSURANCE TERMS AND RELATED CONCEPTS..... 15

B. Hazards

1. Moral
2. Morale
3. Physical

C. Indemnity

D. Insurable interest

E. Loss Valuation

1. Actual cash value
2. Replacement cost
3. Market value
4. Stated/agreed value
5. Salvage value

F. Negligence

G. Liability

H. Occurrence

I. Binders

J. Warranties

K. Representations

L. Concealment

M. Deposit Premium/Audit

N. Certificate of Insurance

O. Law of Large Numbers

P. Pure vs. Speculative Risk

Q. Endorsements

R. Damages

1. Compensatory
 - a. General
 - b. Special
2. Punitive

S. Compliance with provisions of Fair Credit Reporting Act

III. POLICY PROVISIONS..... 12

A. Declarations

B. Insuring agreement

C. Conditions

D. Exclusions and Limitations

E. Definition of the insured

F. Duties of the insured after a loss

G. Cancellation and nonrenewal provisions

H. Supplementary payments

I. Proof of loss

- J. Notice of claim
- K. Other insurance
- L. Subrogation
- M. Loss settlement provisions including consent to settle a loss
- N. Terrorism Risk Insurance Act (TRIA)

CASUALTY SOUTH CAROLINA-SPECIFIC CONTENT OUTLINE

(25 scored questions)

I. SOUTH CAROLINA LAWS AND REGULATIONS PERTINENT TO ALL LINES.....18

A. Insurance Department and Director

1. Powers and duties
Ref: 38-3-60, 110
2. Examination of books and records
Ref: 38-13-10-30; 38-43-250
3. Investigations/Notice of hearing
Ref: 38-3-170; 38-57-200
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5. Cease and desist orders
Ref: 38-59-20, 38-59-270

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1. Domestic, foreign and alien insurers
Ref: 38-1-20
2. Admitted/Nonadmitted insurer
Ref: 38-1-20; 38-5-80
3. Sell, solicit, negotiate
Ref: 38-1-20

C. Licensing

1. Producer
Ref: 38-43-10, 20, 30, 60
2. License fees and application
Ref: 38-43-80, 100, 101
3. License probation, revocation, suspension, or denial of reissuance
Ref: 38-43-130, 230
4. Temporary License
Ref: 38-43-102
5. Nonresident License
Ref: 38-43-70
6. Agent appointment/termination of contract
Ref: 38-43-40, 50, 55
7. Continuing education
Ref: 38-43-106; 69-50
8. Change of Address/name change
Ref: 38-43-107; 38-43-10(C)
9. Reinstatement/license expiration
Ref: 38-43-110(B)

D. Unfair and prohibited trade practices

- Ref: 38-43-130*
1. Rebating
Ref: 38-57-130
 2. Defamation
Ref: 38-57-90
 3. Unfair Discrimination
Ref: 38-55-50
 4. Misrepresentation

- Ref: 38-57-40*
5. False advertising
Ref: 38-57-50
 6. Boycott, coercion, and intimidation
Ref: 38-57-100
 7. Unfair claims settlement practices
Ref: 38-59-20
 8. Fraud
Ref: 38-43-245, 38-55-510-590
 9. False Financial Statements
Ref: 38-57-80
 10. Prohibited inducements
Ref: 38-57-130, 150,

E. Reporting and Disposition of Premiums

1. Fiduciary capacity; misappropriation of funds
Ref: 38-43-130, 240, 420
2. Commissions and compensation/charges for extra services
Ref: 38-43-200
3. Reporting of Actions
Ref: 38-43-247

F. Consumer information privacy regulation

Ref: Reg 69-58 Sec 1-16

II. SOUTH CAROLINA LAWS AND REGULATIONS PERTINENT TO CASUALTY INSURANCE 7

A. Cancellation and nonrenewal of policies

Ref: 38-77-120-124, 390; RL 56-10-280, 38-75-730- 750

B. Regulation of Rates

Ref: 38-73-10 through 40, 210 -220, 260, 310-340, 410-49, 540-545

C. South Carolina Property and Casualty Insurance Guaranty Association

Ref: 38-31-10-110

D. Auto

1. Uninsured/Underinsured motorists coverage
Ref: 38-77-140, 150-170, 180-230, 260
2. South Carolina Motor Vehicle Financial Responsibility Act
Ref: RL Title 56, Chapter 9; 38-77-140
3. South Carolina Assigned Risk Pool
Ref: 38-77-810, 830, 850
4. Deductibles
Ref: 38-77-280

E. South Carolina Workers' Compensation Law

Ref: RL Title 42

1. Exclusive remedy
Ref: RL 42-1-540
2. Employment covered (required, voluntary)
Ref: RL 42-1-130-150, 310, 360
3. Covered injuries
Ref: RL 42-1-160; RL 42-9-60; RL 42-15-20, 40
4. Occupational disease
Ref: RL 42-11-10
5. Benefits provided
Ref: RL 42-9-10-30, 200, 260, 290; RL 42-13-90; RL 42-15-10, 60-70
6. South Carolina Workers' Compensation Uninsured Employers' Fund
Ref: RL 42-7-200

**PROPERTY AND CASUALTY
GENERAL KNOWLEDGE
CONTENT OUTLINE**

Product Knowledge, Terms, and Concepts
(100 scored plus 5 pretest questions)

Note: To the extent that the specific contracts, forms, and endorsements outline are available in standardized versions, outline references are to content developed by (1) Insurance Services Office; (2) National Council on Compensation Insurance; (3) Surety Association of America.

I. PROPERTY: TYPES OF POLICIES 22

A. Homeowners

1. HO-2
2. HO-3
3. HO-4
4. HO-5
5. HO-6
6. HO-8

B. Dwelling policies

C. Commercial lines

1. Commercial Package Policy (CPP)
2. Commercial property
 - a. Commercial building and personal property form
 - b. Causes of loss forms
 - c. Business income
 - d. Extra expense
 - e. Equipment breakdown
3. Businessowners Policy (BOP)
4. Builders Risk
5. Cyber First-Party Coverage

D. Inland marine

1. Personal Articles floaters
2. Commercial Property floaters

E. National Flood Insurance Program

F. Others

1. Earthquake
2. Mobile Homes
3. Watercraft
4. Farm Owners
5. Windstorm

II. PROPERTY: INSURANCE TERMS AND RELATED CONCEPTS..... 15

B. Insurance

1. Law of Large Numbers

B. Insurable interest

C. Risk

1. Pure vs. Speculative Risk

D. Hazard

1. Moral
2. Morale
3. Physical

E. Peril

F. Loss

1. Direct
2. Indirect

G. Loss valuation

1. Actual cash value
2. Replacement cost
3. Market value
4. State/agreed value

5. Salvage value

H. Proximate cause

I. Deductible

J. Indemnity

K. Limits of liability

L. Coinsurance/Insurance to value

M. Occurrence

N. Cancellation

O. Nonrenewal

P. Vacancy and unoccupancy

Q. Liability

1. Absolute
2. Strict
3. Vicarious

R. Negligence

S. Binder

T. Endorsements

U. Blanket vs. Specific

III. PROPERTY: POLICY PROVISIONS AND CONTRACT LAW..... 13

A. Declarations

B. Insuring agreement

C. Conditions

D. Exclusions

E. Definition of the insured

F. Duties of the insured

G. Obligations of the insurance company

H. Mortgagee rights

I. Proof of loss

J. Notice of claim

K. Appraisal

L. Other Insurance Provision

M. Subrogation

N. Elements of a contract

O. Warranties, representations, and concealment

P. Sources of underwriting information

Q. Fair Credit Reporting Act

R. Privacy Protection (Gramm Leach Bliley)

S. Policy Application

T. Terrorism Risk Insurance Act (TRIA)

U. Territory

IV. CASUALTY: TYPES OF POLICIES, BONDS, AND RELATED TERMS..... 23

A. Commercial general liability

1. Exposures
 - a. Premises and Operations
 - b. Products and Completed Operations
2. Coverage
 - a. Coverage A: Bodily Injury and Property Damage Liability (Occurrence, Claims made including Retroactive Date)
 - b. Coverage B: Personal Injury and Advertising Injury
 - c. Coverage C: Medical Payments
 - d. Supplemental Payments
 - e. Who is an insured
 - f. First named insured
 - g. Limits (Per occurrence, Annual Aggregate)
 - h. Damage to Property of Others Conditions

B. Automotive: personal auto and business auto

1. Liability
 - a. Bodily Injury

- b. Property Damage
- c. Split Limits
- d. Combined Single Limit
- 2. Medical Payments
- 3. Physical damage (collision; other than collision; specified perils)
- 4. Uninsured motorists
- 5. Underinsured motorists
- 6. Who is an insured
- 7. Types of Auto
 - a. Owned
 - b. Non-owned
 - c. Hired
 - d. Temporary Substitute
 - e. Newly Acquired Autos
 - f. Transportation Expense and Rental Reimbursement Expense
- 8. Auto Dealers Coverage Form, including Garagekeepers Insurance
- 9. Exclusions
- 10. Individual Insured and Drive Other Car (DOC)
- 11. Mobile equipment

C. Workers Compensation insurance, Employers Liability insurance, and Related Issues

Note: Specifics of state law are addressed elsewhere in this outline.

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 - a. Who is and employee/employer
 - b. Compensation
- 2. Work-related vs. non-work-related
- 3. Other states' insurance
- 4. Employers Liability
- 5. Exclusive Remedy
- 6. Premium Determination

D. Crime

- 1. Employee Dishonesty
- 2. Theft
- 3. Robbery
- 4. Burglary
- 5. Forgery and Alteration
- 6. Mysterious disappearance

E. Bonds

- 1. Surety
- 2. Fidelity

F. Professional liability

- 1. Errors and Omissions
- 2. Medical Malpractice
- 3. Directors and Officers (D&O)
- 4. Employment Practices Liability (EPLI)
- 5. Cyber liability and data breach, funds transfer
- 6. Liquor liability

G. Umbrella/Excess liability

H. Business Owners Policy (BOP)

V. CASUALTY: INSURANCE TERMS AND RELATED CONCEPTS..... 15

A. Risk

B. Hazards

- 1. Moral
- 2. Morale
- 3. Physical

C. Indemnity

D. Insurable interest

E. Loss Valuation

- 1. Actual cash value
- 2. Replacement cost
- 3. Market value
- 4. Stated/agreed value
- 5. Salvage value

F. Negligence

G. Liability

H. Occurrence

I. Binders

J. Warranties

K. Representations

L. Concealment

M. Deposit Premium/Audit

N. Certificate of Insurance

O. Law of Large Numbers

P. Pure vs. Speculative Risk

Q. Endorsements

R. Damages

- 1. Compensatory
 - a. General
 - b. Special
- 2. Punitive

S. Compliance with provisions of Fair Credit Reporting Act

VI. CASUALTY: POLICY PROVISIONS..... 12

A. Declarations

B. Insuring agreement

C. Conditions

D. Exclusions and Limitations

E. Definition of the insured

F. Duties of the insured after a loss

G. Cancellation and nonrenewal provisions

H. Supplementary-payments

I. Proof of loss

J. Notice of claim

K. Other insurance

L. Subrogation

M. Loss settlement provisions including consent to settle a loss

N. Terrorism Risk Insurance Act (TRIA)

**PROPERTY AND CASUALTY
SOUTH CAROLINA-SPECIFIC
CONTENT OUTLINE**

(30 scored plus 5 pretest questions)

I. SOUTH CAROLINA LAWS AND REGULATIONS PERTINENT TO ALL LINES.....18

A. Insurance Department and Director

- 1. Powers and duties
Ref: 38-3-60, 110
- 2. Examination of books and records
Ref: 38-13-10-30; 38-43-250
- 3. Investigations/Notice of hearing
Ref: 38-3-170; 38-57-200
- 4. Penalties and fines
Ref: 38-2-10-30, 38-43-130
- 5. Cease and desist orders
Ref: 38-59-20, 38-59-270

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Ref: 38-1-20
- 2. Admitted/Nonadmitted insurer
Ref: 38-1-20; 38-5-80
- 3. Sell, solicit, negotiate
Ref: 38-1-20

C. Licensing

- 1. Producer
Ref: 38-43-10, 20, 30, 60
- 2. License fees and application
Ref: 38-43-80, 100, 101
- 3. License probation, revocation, suspension, or denial of reissuance
Ref: 38-43-130, 230
- 4. Temporary License
Ref: 38-43-102
- 5. Nonresident License
Ref: 38-43-70
- 6. Agent appointment/termination of contract
Ref: 38-43-40, 50, 55
- 7. Continuing education
Ref: 38-43-106; 69-50
- 8. Change of Address/name change
Ref: 38-43-107; 38-43-10(C)
- 9. Reinstatement/license expiration
Ref: 38-43-110(B)

D. Unfair and prohibited trade practices

- Ref: 38-43-130*
- 1. Rebating
Ref: 38-57-130
- 2. Defamation
Ref: 38-57-90
- 3. Unfair Discrimination
Ref: 38-55-50
- 4. Misrepresentation
Ref: 38-57-40
- 5. False advertising
Ref: 38-57-50
- 6. Boycott, coercion, and intimidation
Ref: 38-57-100
- 7. Unfair claims settlement practices
Ref: 38-59-20
- 8. Fraud
Ref: 38-43-245, 38-55-510-590
- 9. False Financial Statements
Ref: 38-57-80
- 10. Prohibited inducements
Ref: 38-57-130, 150,

E. Reporting and Disposition of Premiums

- 1. Fiduciary capacity; misappropriation of funds
Ref: 38-43-130, 240, 420
- 2. Commissions and compensation/charges for extra services
Ref: 38-43-200
- 3. Reporting of Actions
Ref: 38-43-247

F. Consumer information privacy regulation

Ref: Reg 69-58 Sec 1-16

II. SOUTH CAROLINA LAWS AND REGULATIONS PERTINENT TO PROPERTY & CASUALTY.....12

A. Cancellation and nonrenewal of policies

Ref: 38-77-120-124, 390; RL 56-10-280, 38-75-730- 750

B. Regulation of Rates

Ref: 38-73-10 through 40, 210 -220, 260, 310-340, 410-49, 540-545

C. South Carolina Property and Casualty Insurance Guaranty Association Act

Ref: 38-31-10-110

D. South Carolina Valued Policy Law

Ref: 38-75-20, 30

E. South Carolina Wind and Hail Underwriting Association (SCWHUA)

Ref: 38-75-310-460

F. Auto

- 1. Uninsured/Underinsured motorists coverage
Ref: 38-77-140, 150-170, 180-230, 260
- 2. South Carolina Motor Vehicle Financial Responsibility Act
Ref: RL Title 56, Chapter 9; 38-77-140
- 3. South Carolina Assigned Risk Pool
Ref: 38-77-810, 830, 850
- 4. Deductibles
Ref: 38-77-280

G. South Carolina Workers' Compensation Law

Ref: RL Title 42

- 1. Exclusive remedy
Ref: RL 42-1-540
- 2. Employment covered (required, voluntary)
Ref: RL 42-1-130-150, 310, 360
- 3. Covered injuries
Ref: RL 42-1-160; RL 42-9-60; RL 42-15-20, 40
- 4. Occupational disease
Ref: RL 42-11-10
- 5. Benefits provided
Ref: RL 42-9-10-30, 200, 260, 290; RL 42-13-90; RL 42-15-10, 60-70
- 6. South Carolina Workers' Compensation Uninsured Employers' Fund
Ref: RL 42-7-200

**PERSONAL LINES
GENERAL KNOWLEDGE
CONTENT OUTLINE**

Product Knowledge, Terms, and Concepts
(75 scored plus 5 pretest questions)

<p>I. TYPES OF PROPERTY POLICIES 10</p> <p>A. Homeowners</p> <ul style="list-style-type: none"> 1. HO-2 2. HO-3 3. HO-4 4. HO-5 5. HO-6 6. HO-8 <p>B. Dwelling Policies</p> <ul style="list-style-type: none"> 1. DP-1 2. DP-2 3. DP-3 <p>C. Inland marine</p> <ul style="list-style-type: none"> 1. Personal Articles floaters <p>D. National Flood Insurance Program</p> <p>E. Others</p> <ul style="list-style-type: none"> 1. Earthquake 2. Mobile Homes 3. Watercraft 4. Windstorm <p>II. TYPES OF CASUALTY POLICIES 13</p> <p>A. Personal Automobile</p> <ul style="list-style-type: none"> 1. Liability <ul style="list-style-type: none"> a. Bodily Injury b. Property Damage c. Split Limits d. Combined Single Limit 2. Medical Payments 3. Physical damage (collision;-other than collision; specified perils) 4. Uninsured motorists 5. Underinsured motorists 6. Who is an insured 7. Types of Auto <ul style="list-style-type: none"> a. Owned b. Non-owned c. Hired d. Temporary Substitute e. Newly Acquired Autos f. Transportation Expense and Rental Reimbursement Expense 8. Exclusions <p>B. Umbrella/Excess Liability</p> <p>III. PROPERTY AND CASUALTY INSURANCE TERMS AND RELATED CONCEPTS 28</p> <p>A. Insurance</p> <ul style="list-style-type: none"> 1. Law of Large Numbers <p>B. Insurable interest</p> <p>C. Risk</p> <ul style="list-style-type: none"> 1. Pure vs. Speculative Risk <p>D. Hazard</p> <p>E. Peril</p> <p>F. Loss</p> <ul style="list-style-type: none"> 1. Direct 2. Indirect 	<p>G. Loss Valuation</p> <ul style="list-style-type: none"> 1. Actual cash value 2. Replacement cost 3. Market value 4. Stated value 5. Salvage value <p>H. Proximate cause</p> <p>I. Deductible</p> <p>J. Indemnity</p> <p>K. Limits of liability</p> <p>L. Coinsurance/Insurance to value</p> <p>M. Occurrence</p> <p>N. Cancellation</p> <p>O. Nonrenewal</p> <p>P. Vacancy and unoccupancy</p> <p>Q. Liability</p> <ul style="list-style-type: none"> 1. Absolute 2. Strict 3. Vicarious <p>R. Negligence</p> <p>S. Binders</p> <p>T. Endorsements</p> <p>U. Blanket vs. Specific</p> <p>V. Burglary, Robbery, Theft, and Mysterious Disappearance</p> <p>W. Warranties</p> <p>X. Representations</p> <p>Y. Concealment</p> <p>Z. Deposit/Premium Audit</p> <p>AA. Certificate of insurance</p> <p>BB. Damages</p> <ul style="list-style-type: none"> 1. Compensatory <ul style="list-style-type: none"> a. General b. Special 2. Punitive <p>CC. Compliance with Provisions of Fair Credit Reporting Act</p> <p>IV. PROPERTY AND CASUALTY POLICY PROVISIONS AND CONTRACT LAW 24</p> <p>A. Declarations</p> <p>B. Insuring agreement</p> <p>C. Conditions</p> <p>D. Exclusions</p> <p>E. Definition of the insured</p> <p>F. Duties of the insured after a loss</p> <p>G. Obligations of the insurance company</p> <p>H. Mortgagee rights</p> <p>I. Proof of loss</p> <p>J. Notice of claim</p> <p>K. Appraisal</p> <p>L. Other Insurance Provision</p> <p>M. Subrogation</p> <p>N. Elements of a contract</p> <p>O. Sources of underwriting information</p> <p>P. Fair Credit Reporting Act</p> <p>Q. Privacy Protection (Gramm Leach Bliley)</p> <p>R. Policy Application</p> <p>S. Terrorism Risk Insurance Act (TRIA)</p> <p>T. Cancellation and Nonrenewal provisions</p> <p>U. Supplementary-payments</p>
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V. Loss settlement provisions including consent to settle a loss

W. Territory

**PERSONAL LINES
SOUTH CAROLINA-SPECIFIC
CONTENT OUTLINE**

(20 scored plus 5 pretest questions)

**I. SOUTH CAROLINA LAWS AND REGULATIONS
PERTINENT TO ALL LINES.....15**

A. Insurance Department and Director

1. Powers and duties
Ref: 38-3-60, 110
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Ref: 38-13-10-30; 38-43-250
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1. Producer
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Ref: 38-43-130, 230
4. Temporary License
Ref: 38-43-102
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7. Continuing education
Ref: 38-43-106; 69-50
8. Change of Address/name change
Ref: 38-43-107; 38-43-10(C)
9. Reinstatement/license expiration
Ref: 38-43-110(B)

D. Unfair and prohibited trade practices

- Ref: 38-43-130*
1. Rebating
Ref: 38-57-130
 2. Defamation
Ref: 38-57-90
 3. Unfair Discrimination
Ref: 38-55-50
 4. Misrepresentation
Ref: 38-57-40
 5. False advertising
Ref: 38-57-50

6. Boycott, coercion, and intimidation

Ref: 38-57-100

7. Unfair claims settlement practices

Ref: 38-59-20

8. Fraud

Ref: 38-43-245, 38-55-510-590

9. False Financial Statements

Ref: 38-57-80

10. Prohibited inducements

Ref: 38-57-130, 150,

E. Reporting and Disposition of Premiums

1. Fiduciary capacity; misappropriation of funds
Ref: 38-43-130, 240, 420
2. Commissions and compensation/charges for extra services
Ref: 38-43-200
3. Reporting of Actions
Ref: 38-43-247

F. Consumer information privacy regulation

Ref: Reg 69-58 Sec 1-16

**II. SOUTH CAROLINA LAWS AND REGULATIONS
PERTINENT TO PERSONAL LINES INSURANCE 5**

A. Cancellation and nonrenewal of policies

Ref: 38-77-120-124, 390; RL 56-10-280, 38-75-730, 740, 750

B. Regulation of Rates

Ref: 38-73-10 through 40, 210 -220, 260, 310-340, 410-49, 540-545

C. South Carolina Property and Casualty Insurance Guaranty Association

Ref: 38-31-10-110

D. South Carolina Valued Policy Law

Ref: 38-75-20, 30

E. South Carolina Wind and Hail Underwriting Association (SCWHUA)

Ref: 38-75-310-460

F. Auto

1. Uninsured/Underinsured motorists coverage
Ref: 38-77-140, 150-170, 180-230, 260
2. South Carolina Motor Vehicle Financial Responsibility Act
Ref: RL Title 56, Chapter 9; 38-77-140
3. South Carolina Assigned Risk Pool
Ref: 38-77-810, 830, 850
4. Deductibles
Ref: 38-77-280

**SOUTH CAROLINA
TITLE INSURANCE PRODUCER
CONTENT OUTLINE**

(60 scored questions)

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A. Insurance Department and Director

1. Powers and duties
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2. Examination of books and records
Ref: 38-13-10-30; 38-43-250
3. Investigations/Notice of hearing

Ref: 38-3-170; 38-57-200

4. Penalties and fines
Ref: 38-2-10-30, 38-43-13
5. Cease and desist orders
Ref: 38-59-20, 38-59-270

B. Licensing

1. Producer
Ref: 38-43-10, 20, 30, 60
2. License fees and application
Ref: 38-43-80, 100, 101
3. Temporary License
Ref: 38-43-102
4. Nonresident License
Ref: 38-43-70
5. Appointment/termination of appointment
Ref: 38-43-40, 50, 55
6. Change of Address/name change
Ref: 38-43-107; 38-43-10(C)
7. Renewal, Reinstatement, and license expiration
Ref: 38-43-110(B); 38-43-110; Reg. 69-33

C. Unfair and prohibited trade practices

Ref: 38-43-130; Reg 69-18

1. Rebating
Ref: 38-57-130
2. Defamation
Ref: 38-57-90
3. Unfair Discrimination
Ref: 38-55-50; 38-57-120
4. Misrepresentation
Ref: 38-57-40
5. False advertising
Ref: 38-57-50
6. Boycott, coercion, and intimidation
Ref: 38-57-100
7. Unfair claims settlement practices
Ref: 38-59-20
8. Insurance fraud act
Ref: 38-43-245; 38-55-510-590
9. False Financial Statements
Ref: 38-57-80
10. Prohibited inducements
Ref: 38-57-130, 150
11. Representing an unauthorized insurer
Ref: 38-43-160-180

D. Reporting and Disposition of Premiums

1. Fiduciary capacity; misappropriation of funds
Ref: 38-43-130, 240, 420
2. Commissions and compensation/charges for extra services
Ref: 38-43-200; 38-75-1000
3. Reporting of Actions
Ref: 38-43-247
4. Financial Interest
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E. Consumer information privacy regulation

Ref: Reg 69-58 Sec 1-16

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3. Title to real property
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2. Encumbrances
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3. Adverse possession
4. Condemnation
5. Accession
6. Escheats
7. Involuntary alienation
8. Abandonment
9. Judicial sales
10. Decedents estates (intestate, testate)
11. Trusts
12. Joint ownership (tenants in common, joint tenancy)
13. Legal capacity of parties
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 - b. Corporations
 - c. Partnerships (general, limited)
 - d. Fictitious names
 - e. Trust agreements
 - f. Limited Liability Company (LLC)
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C. Interests that can be insured

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2. Leasehold estate
3. Life estate
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D. Title insurance forms

1. Commitments
2. Owner's policy
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E. Title insurance policy structure and provisions

1. Covered risks
2. Schedule A
3. Schedule B - Exceptions from coverage
4. Exclusions from coverage
5. Conditions
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F. General Insurance Concepts

1. Insurable Interest
2. Producer express, implied, and apparent powers
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- 6. Taxes and assessments
- 7. Surveys
- 8. Condominiums
- 9. Water rights
- 10. Mineral rights
- 11. Equitable interests
- 12. Executions
- 13. Covenants
- 14. Conditions
- 15. Restrictions

B. Unauthorized practice of law

C. Special problem areas and concerns

- 1. Acknowledgments
- 2. Mechanic's lien
- 3. Bankruptcy
- 4. Probate
- 5. Good faith
- 6. Foreclosure
- 7. Claims against the title
- 8. Lis pendens
- 9. Insuring manufactured homes as real property

D. Principles of clearing title

- 1. Releases
- 2. Assignments
- 3. Subordinations
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VARIABLE CONTRACTS PRODUCER
CONTENT OUTLINE
(85 scored questions)**

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A. Insurance Department and Commissioner

- 1. Powers and duties
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- 2. Examination of books and records
Ref: 38-13-10-30; 38-43-250
- 3. Investigations/Notice of hearing
Ref: 38-3-170; 38-57-200
- 4. Penalties and fines
Ref: 38-2-10-30, 38-43-130
- 5. Cease and desist orders
Ref: 38-59-20, 270

B. General insurance definitions

- 1. Domestic, foreign and alien insurers
Ref: 38-1-20
- 2. Admitted/Nonadmitted insurer
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- 3. Sell, solicit, negotiate
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C. Licensing

- 1. Producer
Ref: 38-43-10, 20, 30, 60

- 2. License fees and application
Ref: 38-43-80, 100, 101
- 3. License probation, revocation, suspension, or denial of reissuance
Ref: 38-43-130, 230
- 4. Temporary License
Ref: 38-43-102
- 5. Nonresident License
Ref: 38-43-70
- 6. Agent appointment/termination of contract
Ref: 38-43-40, 50, 55
- 7. Change of Address/name change
Ref: 38-43-10(C), 107
- 8. Reinstatement/license expiration
Ref: 38-43-110(B)

D. Unfair and prohibited trade practices

- 1. Rebating
Ref: 38-57-130
- 2. Defamation
Ref: 38-57-90
- 3. Unfair Discrimination
Ref: 38-55-50; 38-57-120
- 4. Misrepresentation
Ref: 38-57-40
- 5. False advertising
Ref: 38-57-40, 50
- 6. Boycott, coercion, and intimidation
Ref: 38-57-100, 110
- 7. Unfair claims settlement practices
Ref: 38-59-10, 20
- 8. Fraud
Ref: 38-43-245; 33-55-510-590
- 9. False Financial Statements
Ref: 38-57-80
- 10. Prohibited inducements
Ref: 38-57-130, 150

E. Reporting and Disposition of Premiums

- 1. Fiduciary capacity; misappropriation of funds
Ref: 38-43-130, 240, 420
- 2. Commissions and compensation/charges for extra services
Ref: 38-43-200
- 3. Reporting of Actions
Ref: 38-43-247

F. Consumer information privacy regulation

Ref: Reg 69-58 Sec 1-16

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- 1. Securities Act Of 1933
- 2. Securities and Exchange Act Of 1934
- 3. Investment Company Act Of 1940
- 4. State regulation of variable products

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SOUTH CAROLINA CROP PRODUCER CONTENT OUTLINE

(50 scored questions)

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 2. Owner, annuitant and beneficiary
 3. Insurance aspects of annuities
- B. Immediate versus deferred annuities**
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 2. Deferred annuities
 - a. Premium payment options
 - b. Nonforfeiture
 - c. Surrender charges
 - d. Death benefits
- C. Annuity (benefit) payment options**
1. Pure/Straight life versus life with guaranteed minimum
 2. Single life versus multiple life
 3. Annuities certain (types)
- D. Variable annuities**
1. Separate accounts
 2. Free look
 3. Contract charges
 - a. Sales charges (including deferred)
 - b. Annual contract fee
 - c. Mortality and expense charge
 - d. Investment management charge
 - e. State premium tax
 4. Accumulation/Annuity units
 5. Assumed interest rate (AIR)
 7. Riders (living benefits and death benefits)
- E. Annuity products**
1. Fixed annuities
 - a. General account assets
 - b. Interest rate guarantees (minimum versus current)
 - c. Level benefit payment amount
 2. Equity indexed annuities
 3. Market value adjusted annuities
- F. Uses of annuities**
1. Lump-sum settlements
 2. Qualified retirement plans
 3. Group versus individual annuities
 4. Tax-deferred growth
 5. Retirement income
 6. Education funds
- G. Federal Tax Considerations for Annuities**
1. Non-qualified annuity taxation (individually/corporate owned)
 - a. Accumulation phase (taxation on withdrawals)
 - b. Distributions at death
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 - a. Contributions and deductible amounts
 - b. Premature distributions
 - c. Annuity phase benefit payments
 - d. Values included in the annuitant's estate
 - e. Amounts received by beneficiary
 - f. Required minimum distributions
- 3. Roth IRAs**
- a. Contributions and limits
 - b. Distributions
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 - B. Indemnity**
 - C. Insuring Agreement**
 - D. Limits of Liability**
 - E. Loss (Direct vs Indirect)**
 - F. Negligence**
 - G. Occurrence**
 - H. Peril**
 - I. Pro-rata liability**
 - J. Risk**
 - K. Crop Hail organizations**
 - L. Federal Crop Act of 1980**
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- A. Eligibility**
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 2. Insurable crops
 - B. Application**
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 2. Declarations section
 3. Required signatures and information
 - C. Terms and limits of coverage**
 1. Effective date
 2. Inception of coverage
 3. Expiration
 4. Cancellation
 5. Minimum loss
 6. Insurable value
 7. Deductibles
 8. Reduction of insurance
 - D. Perils insured against**
 - E. Claim Settlement Practices**
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 3. Insured's duties after loss
 4. Appraisal
 5. Arbitration .
 - F. Other provisions**
 1. Replanting clause
 2. Acreage variation
 3. Transit coverage
 4. Fire department service charge
 5. Pro rata liability clause
 6. Fire and lightning coverage
 7. Windrowed crops
 8. Assignment
 9. Subrogation
 - G. Mandatory endorsements**
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 2. Insurable crops
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 4. Yield guarantee

- a. Actual Production History (APH)
- b. Assigned yield
- c. Transitional yield
- 5. Coverage level
- 6. Covered causes of loss
- 7. Application
- 8. Basic unit
- 9. Administrative fee
- 10. Production records
- 11. Acreage reporting
- 12. Disqualification of producer
- 13. Life of policy (continuous, cancellation, termination)

B. Multiple peril policy options

- 1. Levels of coverage
- 2. Price election
- 3. Optional units
- 4. High-risk land exclusion
- 5. Hail and fire exclusion
- 6. Replant payments
- 7. Late planting coverage
- 8. Prevented planting coverage
- 9. Transfer of coverage
- 10. Assignment of indemnity
- 11. Subrogation

C. Plans of Insurance

- 1. Catastrophic Risk Protection Coverage (CAT)
- 2. Area Risk Protection Insurance (ARPI)
- 3. Livestock Risk Protection (LRP)
- 4. Rainfall Index (RI)
- 5. Revenue Protection (RP)
- 6. Pasture Rangeland Forage (PRF)
- 7. Yield Protection (YP)

D. Other provisions

E. Duties after loss (insured, insurer)

IV. SOUTH CAROLINA LAWS, RULES, AND REGULATIONS PERTINENT TO CROP INSURANCE.....12

A. Insurance Department and Director

- 1. Broad powers and duties
Ref: 38-3-60, 110
- 2. Examination of records
Ref: 38-13-10-30; 38-43-250
- 3. Investigations/ Notice of Hearings
Ref: 38-3-170; 38-57-200
- 4. Penalties and fines
Ref: 38-2-10-30, 38-43-130
- 5. Cease and desist
Ref: 38-59-20, 270

B. Licensing Requirements

- 1. Producer
Ref: 38-43-10, 20, 30, 60
- 2. License fees and application
Ref: 38-43-80, 100, 101
- 3. License probation, revocation, suspension, or denial of reissuance
Ref: 38-43-130, 230
- 4. Temporary License
Ref: 38-43-102
- 5. Nonresident License
Ref: 38-43-70
- 6. Agent appointment/termination of contract
Ref: 38-43-40, 50, 55
- 7. Change of Address/name change
Ref: 38-43-10(C), 107
- 8. Reinstatement/license expiration

Ref: 38-43-110(B)

C. Unfair and Deceptive Practices

- 1. Rebating
Ref: 38-57-130
- 2. Defamation
Ref: 38-57-90
- 3. Unfair Discrimination
Ref: 38-55-50; 38-57-120
- 4. Misrepresentation
Ref: 38-57-40
- 5. False advertising
Ref: 38-57-40, 50
- 6. Boycott, coercion, and intimidation
Ref: 38-57-100, 110
- 7. Unfair claims settlement practices
Ref: 38-59-10, 20
- 8. Fraud
Ref: 38-43-245; 33-55-510-590
- 9. False Financial Statements
Ref: 38-57-80
- 10. Prohibited inducements
Ref: 38-57-130, 150

D. Reporting and Disposition of Premiums

- 1. Fiduciary capacity; misappropriation of funds
Ref: 38-43-130, 240, 420
- 2. Commissions and compensation/charges for extra services
Ref: 38-43-200
- 3. Reporting of Actions
Ref: 38-43-247

SOUTH CAROLINA PROPERTY, CASUALTY, SURETY, AND MARINE INSURANCE ADJUSTER CONTENT OUTLINE

(100 scored questions)

I. SOUTH CAROLINA INSURANCE LAWS AND REGULATIONS PERTINENT TO ALL ADJUSTERS.....12

A. Director's general duties and powers

Ref: 38-3-60, 110

B. Licensing requirements

- 1. Qualifications
Ref: 38-47-10
- 2. Nonresident
Ref: 38-47-20
- 3. Emergency adjuster permit
Ref: Reg 69-1

C. Maintenance and duration

Ref: 38-47-40

- 1. Change of address
Ref: 38-47-15

D. Disciplinary actions

- 1. Cease and desist orders
Ref: 38-59-20, 38-59-270
- 2. Hearings
Ref: 38-3-170; 38-57-200
- 3. Penalties
Ref: 38-2-10-30; 38-47-70

E. Claim settlement laws and regulations

Ref: 38-59-20

- F. South Carolina law, regulations and required provisions**
 - 1. South Carolina Property and Casualty Insurance Guaranty Association
Ref: 38-31-10-170
 - 2. Cancellation, nonrenewal and renewal
Ref: 38-75-710-790
 - 3. Insurance fraud act
Ref: 38-55-510-590
 - 4. Arbitration of property damage liability claims
Ref: 38-77-710-770
 - 5. Federal Terrorism Insurance Program
Ref: 15 USC 6701; PL 107-297, 109-144, 110-160
 - 6. South Carolina Wind and Hail Underwriting Association (SCWHUA)
Ref: 38-75-310-460

II. PROPERTY AND CASUALTY INSURANCE TERMS AND RELATED CONCEPTS.....11

- A. Insurable interest**
- B. Peril (named vs open)**
- C. Hazard (physical, moral, morale)**
- D. Deductible**
- E. Indemnity**
- F. Actual cash value**
- G. Replacement cost**
- H. Limits of liability (per occurrence/person, aggregate, split, combined single)**
- I. Coinsurance**
- J. Staff/Independent vs public adjuster**
- K. Other insurance (primary and excess, contribution by equal shares)**
- L. Liberalization**
- M. Vacancy and unoccupancy**
- N. Salvage**
- O. Abandonment**
- P. Liability (absolute, strict, vicarious)**
- Q. Negligence, and defenses against**
- R. Pro-rata liability clause**
- S. Waiver and Estoppel**
- T. Market/agreed value vs state amount**
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- B. Insuring agreement**
- C. Conditions**
- D. Exclusions**
- E. Definitions**
- F. Duties of the insured after a loss**
- G. Obligations of the insurance company**
- H. Mortgagee rights**
- I. Proof of loss**
- J. Notice of claim**
- K. Appraisal**
- L. Assignment**
- M. Subrogation**
- N. Elements of a legal contract**
- O. Additional (supplementary) payments**
- P. Loss settlement provisions including consent to settle a loss**
- Q. Endorsements**
- R. Loss payable clause**

- S. No benefit to bailee**
- T. Representations and warranties**

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- A. Dwelling**
 - 1. Characteristics and purpose
 - 2. Coverage Forms (Basic, Broad, Special)
 - 3. Property Coverages (A-E)
 - 4. Conditions and Exclusions
 - 5. Selected Endorsements
 - a. Special Provisions – South Carolina
 - b. Automatic increase in insurance
 - c. Broad theft coverage
 - d. Dwelling under construction
 - 6. Personal Liability supplement
- B. Homeowners**
 - 1. Coverage forms (HO-2 through HO-6 & HO-8)
 - 2. Section I – Property coverages
 - 3. Section II – Liability coverages
 - 4. Exclusions, Conditions, and Endorsements
- C. Commercial lines**
 - 1. Commercial Package Policy (CPP)
 - 2. Commercial property
 - a. Building and personal property form
 - b. Condominium forms (association/unit-owners)
 - c. Causes of loss forms
 - d. Builders risk
 - e. Business income
 - f. Legal liability
 - g. Extra expense
 - h. Condominium
 - i. Conditions and exclusions
 - j. Legal Liability
 - k. Selected Endorsements (ordinance or law, spoilage, peak season limit of insurance, value reporting form)
 - 3. Commercial general liability (CGL)
 - a. Bodily injury and property damage liability
 - b. Personal and Advertising injury
 - c. Medical payments
 - d. Premises and Operations
 - e. Products Completed Operations
 - f. Occurrence vs claims-made
 - g. Definitions, Conditions, Exclusions
 - 4. Equipment Breakdown
 - 5. Businessowners Policy (BOP)
 - a. Sections I, II and III.
 - b. Hired auto and non-owned auto liability
 - c. Protective safeguards
 - d. Utility services (direct damage/time element)
- D. Commercial Inland marine**
 - 1. Nationwide definition
 - 2. Commercial Inland marine conditions form
 - 3. Coverage forms
 - a. Accounts Receivable
 - b. Bailee's customer
 - c. Commercial articles
 - d. Contractors equipment floater
 - e. Electronic data processing
 - f. Equipment dealers
 - g. Installation floater
 - h. Jewelers block

- i. Signs
- j. Valuable papers and records
- 4. Transportation coverages
 - a. Common carrier cargo liability
 - b. Motor truck cargo forms
 - c. Transit coverage forms
- E. Ocean Marine Insurance**
 - 1. Hull
 - 2. Cargo
 - 3. Protection and Indemnity
- F. Other coverages and options**
 - 1. Umbrella/Excess liability (personal/commercial)
 - 2. Specialty liability insurance
 - a. Errors and Omissions
 - b. Professional
 - c. Directors and officers
 - d. Fiduciary
 - e. Liquor
 - f. Employment practices
 - 3. Surplus Lines (definition and requirements)
 - 4. Aviation (aircraft hull and liability)
 - 5. National Flood Insurance Program
 - 6. Boatowners
 - 7. Differences in conditions (DIC)
- G. Auto: Personal and Commercial**
 - 1. Liability coverage
 - 2. Medical Payments
 - 3. Physical damage (collision, other than collision, comprehensive)
 - 4. Uninsured/Underinsured motorists
Ref: 38-77-150-170, 180-230, 260
 - 5. Commercial auto coverage forms (Business auto, Garage, Business auto physical damage, Truckers, Motor Carrier)
 - 6. Covered autos/insureds
 - 7. Garagekeepers coverage
 - 8. South Carolina Motor Vehicle Financial Responsibility Act
Ref: RL Title 56, Chapter 9
 - 9. Required limits of liability
Ref: 38-77-140
 - 10. Selected Endorsements
 - a. Amendment of policy provisions — South Carolina
 - b. Towing and labor costs
 - c. Extended non-owned coverage
 - d. Miscellaneous type vehicle
 - e. Joint ownership coverage
 - f. Lessor — additional insured and loss payee
 - g. Mobile equipment
 - h. Auto medical payments coverage
 - i. Hired autos specified as covered autos you own
 - j. Individual named insured
 - k. Drive other car coverage (DOC)
- H. Farm Coverage**
 - 1. Farm Property Forms (A-G)
 - 2. Farm Liability Forms (H-J)
 - 3. Livestock coverage form
 - 4. Mobile agriculture machinery and equipment coverage form
- I. Surety and Fidelity bonds**
 - 1. Parties to surety bonds
 - 2. Surety bond versus insurance
- 3. Surety bond types
 - a. contract
 - b. license and permit
 - c. public official
 - d. judicial
 - e. fiduciary
- 4. Nature of Fidelity bonds
- 5. Fidelity bond types
 - a. employee theft
 - b. financial institution
 - c. public employee
- J. Commercial Crime coverage**
 - 1. Burglary, theft, and robbery defined
 - 2. Commercial/Governmental crime coverage forms (discovery/loss sustained)
 - 3. Employee theft coverage
 - 2. Forgery or alteration coverage
 - 3. Inside the premises — theft of money and securities coverage
 - 4. Inside the premises — robbery or safe burglary of other property coverage
 - 5. Outside the premises
 - 6. Computer fraud
 - 7. Funds transfer fraud
 - 8. Money orders and counterfeit money
 - 9. Extortion – commercial entities
- K. Worker's Compensation**
 - 1. Monopolistic versus competitive
 - 2. Compulsory versus elective
 - 3. South Carolina Workers' Compensation Law
Ref: RL Title 42
 - a. Exclusive remedy
Ref: RL 42-1-540
 - b. Employment covered (required, voluntary)
.. Ref: RL 42-1-130-150, 310, 360
 - c. Covered injuries
Ref: RL 42-1-160; RL 42-9-60; RL 42-15-20, 40
 - d. Occupational disease
Ref: RL 42-11-10
 - e. Benefits provided
Ref: RL 42-9-10-30, 200, 260, 290; RL 42-13-90; RL 42-15-10, 60-70
 - f. South Carolina Workers' Compensation Uninsured Employers' Fund
Ref: RL 42-7-200
 - 4. Workers compensation and employers liability insurance policy
 - a. Part One - Workers compensation insurance
 - b. Part Two - Employers liability insurance
 - c. Part Three - Other states insurance
 - d. Part Four - Your duties if injury occurs
 - e. Part Five - Premium
 - f. Part Six - Conditions
 - g. Voluntary compensation endorsement
 - 5. Sources of coverage
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 - b. Voluntary market
 - c. Captive companies
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1. Inception/Expiration Date
2. Occurrence Date
3. Identification of Parties Involved
4. Policy Form/Number
5. Description of Proof of Loss
6. Coverages and deductibles
7. Physical evidence and witness statements
8. Production of books and records

B. Loss/Damage Valuation

1. Direct Loss vs. Indirect Loss
2. Damages (Compensatory, punitive)
3. Value of intangible damages
4. Estimates
5. Depreciation
6. Reports

C. Claim adjustment procedures

1. Coverage dispute resolution
2. Payment release

**SOUTH CAROLINA COMMERCIAL LINES
ADJUSTER
CONTENT OUTLINE**

(75 scored questions)

I. SOUTH CAROLINA INSURANCE LAWS AND REGULATIONS PERTINENT TO ALL ADJUSTERS....11

A. Director's general duties and powers

Ref: 38-3-60, 110

B. Licensing requirements

1. Qualifications

Ref: 38-47-10

2. Nonresident

Ref: 38-47-20

3. Emergency adjuster permit

Ref: Reg 69-1

C. Maintenance and duration

Ref: 38-47-40

1. Change of address

Ref: 38-47-15

D. Disciplinary actions

1. Cease and desist orders

Ref: 38-59-20, 38-59-270

2. Hearings

Ref: 38-3-170; 38-57-200

3. Penalties

Ref: 38-2-10-30; 38-47-70

E. Claim settlement laws and regulations

Ref: 38-59-20

F. South Carolina law, regulations and required provisions

1. South Carolina Valued Policy Law

Ref: 38-75-20,30

2. South Carolina Property and Casualty Insurance Guaranty Association

Ref: 38-31-10-170

3. Cancellation, nonrenewal and renewal

Ref: 38-75-710-790; 38-77-120-124, 390

4. Insurance fraud act

Ref: 38-55-510-590

5. Arbitration of property damage liability claims

Ref: 38-77-710-770

6. Federal Terrorism Insurance Program

Ref: 15 USC 6701; PL 107-297, 109-144, 110-160

7. South Carolina Wind and Hail Underwriting Association (SCWHUA)

Ref: 38-75-310-460

II. PROPERTY AND CASUALTY INSURANCE TERMS AND RELATED CONCEPTS.....10

A. Insurable interest

B. Peril (named vs open)

C. Hazard (physical, moral, morale)

D. Deductible

E. Indemnity

F. Actual cash value

G. Replacement cost (including functional)

H. Limits of liability (per occurrence/person, aggregate, split, combined single)

I. Coinsurance

J. Staff/Independent vs public adjuster

K. Other insurance (primary and excess, contribution by equal shares)

L. Liberalization

M. Vacancy and unoccupancy

N. Salvage

O. Abandonment

P. Liability (absolute, strict, vicarious)

Q. Negligence, and defenses against

R. Pro-rata liability clause

S. Waiver and Estoppel

T. Market/agreed value vs state amount

U. Territory

III. PROPERTY AND CASUALTY CONTRACT PROVISIONS..8

A. Declarations

B. Insuring agreement

C. Conditions

D. Exclusions

E. Definitions

F. Duties of the insured after a loss

G. Obligations of the insurance company

H. Mortgagee rights

I. Proof of loss

J. Notice of claim

K. Appraisal

L. Assignment

M. Subrogation

N. Elements of a legal contract

O. Additional (supplementary) coverage

P. Loss settlement provisions including consent to settle a loss

Q. Endorsements

R. Loss payable clause

S. No benefit to bailee

T. Representations and warranties

IV. POLICY KNOWLEDGE PERTINENT TO COMMERCIAL LINES ADJUSTERS.....42

A. Commercial lines

1. Commercial Package Policy (CPP)

2. Commercial property

a. Building and personal property form

b. Condominium forms (association/unit-owners)

c. Causes of loss forms

- d. Builders risk
 - e. Business income
 - f. Legal liability
 - g. Extra expense
 - h. Conditions and exclusions
 - i. Selected Endorsements (ordinance or law, spoilage, peak season limit of insurance, value reporting form)
3. Commercial general liability (CGL)
 - a. Bodily injury and property damage liability
 - b. Personal and Advertising injury
 - c. Medical payments
 - d. Premises and Operations
 - e. Products Completed Operations
 - f. Occurrence vs claims-made
 - g. Definitions, Conditions, Exclusions
 4. Businessowners Policy (BOP)
 - a. Sections I, II and III.
 - b. Hired auto and non-owned auto liability
 - c. Protective safeguards
 - d. Utility services (direct damage/time element)
- B. Commercial Inland marine**
1. Nationwide definition
 2. Commercial Inland marine conditions form
 3. Inland Marine Coverage forms
 - a. Accounts Receivable
 - b. Bailee's customer
 - c. Commercial articles
 - d. Contractors equipment floater
 - e. Electronic data processing
 - f. Equipment dealers
 - g. Installation floater
 - h. Jewelers block
 - i. Signs
 - j. Valuable papers and records
 4. Transportation coverages
 - a. Common carrier cargo liability
 - b. Motor truck cargo forms
 - c. Transit coverage forms
- C. Marine Insurance**
1. Hull
 2. Cargo
 3. Protection and Indemnity
- D. Other coverages and options**
1. Umbrella/Excess liability (commercial)
 2. Specialty liability insurance
 - a. Errors and Omissions
 - b. Professional
 - c. Directors and officers
 - d. Fiduciary
 - e. Liquor
 - f. Employment practices
 3. Surplus Lines (definition and requirements)
 4. Aviation (aircraft hull and liability)
 5. National Flood Insurance Program
 - 6. Differences in conditions (DIC)**
- E. Auto**
1. Commercial auto coverage forms (Business auto, Garage, Business auto physical damage, Truckers, Motor Carrier)
 2. Covered autos
 3. Garagekeepers coverage
4. Selected Endorsements
 - a. Lessor — additional insured and loss payee
 - b. Mobile equipment
 - c. Auto medical payments coverage
 - d. Hired autos specified as covered autos you own
 - e. Individual named insured
 - f. Endorsement for motor carrier policies of insurance for public liability (MCS-90)
- F. Farm Coverage**
1. Farm Property Forms (A-G)
 2. Farm Liability Forms (H-J)
 3. Livestock coverage form
 4. Mobile agriculture machinery and equipment coverage form
- G. Surety and Fidelity bonds**
1. Parties to surety bonds
 2. Surety bond versus insurance
 3. Surety bond types
 - a. contract
 - b. license and permit
 - c. public official
 - d. judicial
 - e. fiduciary
 4. Nature of Fidelity bonds
 5. Fidelity bond types
 - a. employee theft
 - b. financial institution
 - c. public employee
- H. Commercial Crime**
1. Burglary, theft, and robbery defined
 2. Commercial/Governmental crime coverage forms (discovery/loss sustained)
 3. Employee theft coverage
 2. Forgery or alteration coverage
 3. Inside the premises — theft of money and securities coverage
 4. Inside the premises — robbery or safe burglary of other property coverage
 5. Outside the premises
 6. Computer fraud
 7. Funds transfer fraud
 8. Money orders and counterfeit money
 9. Extortion – commercial entities
- I. Workers' Compensation**
1. Monopolistic versus competitive
 2. Compulsory versus elective
 3. South Carolina Workers' Compensation Law
 - Ref: RL Title 42*
 - a. Exclusive remedy
 - Ref: RL 42-1-540*
 - b. Employment covered (required, voluntary)
 - Ref: RL 42-1-130-150, 310, 360*
 - c. Covered injuries
 - Ref: RL 42-1-160; RL 42-9-60; RL 42-15-20, 40*
 - d. Occupational disease
 - Ref: RL 42-11-10*
 - e. Benefits provided
 - Ref: RL 42-9-10-30, 200, 260, 290; RL 42-13-90; RL 42-15-10, 60-70*
 4. Workers compensation and employers liability insurance policy
 - a. Part One - Workers compensation insurance

- b. Part Two - Employers liability insurance
 - c. Part Three - Other states insurance
 - d. Part Four - Your duties if injury occurs
 - e. Part Five - Premium
 - f. Part Six - Conditions
 - g. Voluntary compensation endorsement
5. Sources of coverage
- a. South Carolina Workers' Compensation Uninsured Employers' Fund
Ref: RL 42-7-200
 - b. Self-insured employers/funds
Ref: RL 42-5-20, 50
 - c. Voluntary market
 - d. South Carolina residual workers compensation

V. ADJUSTER DUTIES AND RESPONSIBILITIES4

A. Claim investigation

- 1. Inception/Expiration Date
- 2. Occurrence Date
- 4. Identification of Parties Involved
- 4. Policy Form/Number
- 5. Description of Proof of Loss
- 6. Coverages and deductibles
- 7. Physical evidence and witness statements
- 8. Production of books and records

B. Loss/Damage Valuation

- 1. Direct Loss vs. Indirect Loss
- 2. Damages (Compensatory, punitive)
- 3. Value of intangible damages
- 4. Estimates
- 5. Depreciation
- 6. Reports

C. Claim adjustment procedures

- 1. Coverage dispute resolution
- 2. Payment release

**SOUTH CAROLINA PERSONAL LINES
ADJUSTER
CONTENT OUTLINE**

(80 scored questions)

I. SOUTH CAROLINA INSURANCE LAWS AND REGULATIONS PERTINENT TO ALL ADJUSTERS.....13

A. Director's general duties and powers

Ref: 38-3-60, 110

B. Licensing requirements

- 1. Qualifications
Ref: 38-47-10
- 2. Nonresident
Ref: 38-47-20
- 3. Emergency adjuster permit
Ref: Reg 69-1

C. Maintenance and duration

Ref: 38-47-40

- 1. Change of address
Ref: 38-47-15

D. Disciplinary actions

- 1. Cease and desist orders
Ref: 38-59-20, 38-59-270
- 2. Hearings
Ref: 38-3-170; 38-57-200

3. Penalties

Ref: 38-2-10-30; 38-47-70

E. Claim settlement laws and regulations

Ref: 38-59-20

F. South Carolina law, regulations and required provisions

- 1. South Carolina Property and Casualty Insurance Guaranty Association
Ref: 38-31-10-170
- 2. Cancellation, nonrenewal and renewal
Ref: 38-75-710-790
- 3. Insurance fraud act
Ref: 38-55-510-590
- 4. Arbitration of property damage liability claims
Ref: 38-77-710-770
- 5. Federal Terrorism Insurance Program
Ref: 15 USC 6701; PL 107-297, 109-144, 110-160
- 6. South Carolina Wind and Hail Underwriting Association (SCWHUA)
Ref: 38-75-310-460

II. PROPERTY AND CASUALTY INSURANCE TERMS AND RELATED CONCEPTS.....11

A. Insurable interest

B. Peril (named vs open)

C. Hazard (physical, moral, morale)

D. Deductible

E. Indemnity

F. Actual cash value

G. Replacement cost (including functional)

H. Limits of liability (per occurrence/person, split, combined single)

I. Coinsurance

J. Staff/Independent vs public adjuster

K. Other insurance (primary and excess, nonconcurrency)

L. Liberalization

M. Vacancy and unoccupancy

N. Salvage

O. Abandonment

P. Liability (absolute, strict, vicarious)

Q. Negligence, and defenses against

R. Pro-rata liability clause

S. Waiver and Estoppel

T. Market/agreed value vs state amount

U. Territory

III. PROPERTY AND CASUALTY CONTRACT PROVISIONS.7

A. Declarations

B. Insuring agreement

C. Conditions

D. Exclusions

E. Definitions

F. Duties of the insured after a loss

G. Obligations of the insurance company

H. Mortgagee rights

I. Proof of loss

J. Notice of claim

K. Appraisal

L. Assignment

M. Subrogation

N. Elements of a legal contract

O. Additional (supplementary) payments

- P. Loss settlement provisions including consent to settle a loss
- Q. Endorsements
- R. Loss payable clause
- S. No benefit to bailee
- T. Representations and warranties

- 5. Depreciation
- 6. Reports
- C. Claim adjustment procedures
 - 1. Coverage dispute resolution
 - 2. Payment release

IV. POLICY KNOWLEDGE PERTINENT TO ADJUSTERS.....44

- A. Dwelling
 - 1. Characteristics and purpose
 - 2. Coverage Forms (Basic, Broad, Special)
 - 3. Property Coverages (A-E)
 - 4. Conditions and Exclusions
 - 5. Selected Endorsements
 - a. Special Provisions – South Carolina
 - b. Automatic increase in insurance
 - c. Broad theft coverage
 - d. Dwelling under construction
 - 6. Personal Liability supplement
- B. Homeowners
 - 1. Coverage forms (HO-2 through HO-6 & HO-8)
 - 2. Section I – Property coverages
 - 3. Section II – Liability coverages
 - 4. Exclusions, Conditions, and Endorsements
- C. Other coverages and options
 - 1. Umbrella/Excess liability (personal)
 - 2. National Flood Insurance Program
 - 3. Boatowners
- D. Personal Auto
 - 1. Liability coverage
 - 2. Medical Payments
 - 3. Physical damage (collision, other than collision, comprehensive)
 - 4. Uninsured/Underinsured motorists
Ref: 38-77-150-170, 180-230, 260
 - 5. South Carolina Motor Vehicle Financial Responsibility Act
Ref: RL Title 56, Chapter 9
 - 6. Required limits of liability
Ref: 38-77-140
 - 7. Selected Endorsements
 - a. Amendment of policy provisions — South Carolina
 - b. Towing and labor costs
 - c. Extended non-owned coverage
 - d. Miscellaneous type vehicle
 - e. Joint ownership coverage

V. ADJUSTER DUTIES AND RESPONSIBILITIES.....5

- A. Claim investigation
 - 1. Inception/Expiration Date
 - 2. Occurrence Date
 - 5. Identification of Parties Involved
 - 4. Policy Form/Number
 - 5. Description of Proof of Loss
 - 6. Coverages and deductibles
 - 7. Physical evidence and witness statements
 - 8. Production of books and records
- B. Loss/Damage Valuation
 - 1. Direct Loss vs. Indirect Loss
 - 2. Damages (Compensatory, punitive)
 - 3. Value of intangible damages
 - 4. Estimates

SOUTH CAROLINA PUBLIC ADJUSTER CONTENT OUTLINE

(60 scored questions)

I. SOUTH CAROLINA INSURANCE LAWS AND REGULATIONS PERTINENT TO PUBLIC ADJUSTERS ... 10

- A. Director’s general duties and powers
Ref: 38-3-60, 110
 - B. Licensing requirements
 - 1. Qualifications
Ref: 38-48-20
 - 2. Nonresident
Ref: 38-47-20
 - 3. Process
Ref: 38-48-30
 - C. Maintenance and duration
Ref: 38-48-60
 - 1. Change of address
Ref: 38-47-15
 - 2. Contract requirements
Ref: 38-48-80, 110
 - 3. Records
Ref: 38-48-120
 - D. Disciplinary actions
 - 1. Cease and desist orders
Ref: 38-59-20, 270
 - 2. Hearings
Ref: 38-3-170; 38-57-200
 - 3. Penalties
Ref: 38-2-10-30
 - E. Claim settlement laws and regulations
Ref: 38-48-70, 90
 - F. South Carolina law, regulations and required provisions
 - 1. South Carolina Property and Casualty Insurance Guaranty Association
Ref: 38-31-10-170
 - 2. Cancellation, nonrenewal and renewal
Ref: 38-75-710-790
 - 3. Insurance fraud act
Ref: 38-55-510-590
 - 4. Arbitration of property damage liability claims
Ref: 38-77-710-770
 - 5. Federal Terrorism Insurance Program
Ref: 15 USC 6701; PL 107-297, 109-144, 110-160
- II. PROPERTY AND CASUALTY INSURANCE TERMS AND RELATED CONCEPTS.....7**
- A. Insurable interest
 - B. Peril (named vs open)
 - C. Hazard (physical, moral, morale)
 - D. Deductible
 - E. Indemnity
 - F. Actual cash value
 - G. Replacement cost (including functional)

- H. Coinsurance
 - I. Other insurance (primary and excess, nonconcurrency)
 - J. Vacancy and unoccupancy
 - K. Abandonment
 - L. Pro-rata liability clause
 - M. Waiver and Estoppel
 - N. Market/agreed value vs stated amount
 - O. Territory
- III. PROPERTY AND CASUALTY CONTRACT PROVISIONS.7
- A. Declarations
 - B. Insuring agreement
 - C. Conditions
 - D. Exclusions
 - E. Definitions
 - F. Duties of the insured after a loss
 - G. Mortgagee rights
 - H. Proof of loss
 - I. Notice of claim
 - J. Appraisal
 - K. Assignment
 - L. Subrogation
 - M. Elements of a legal contract
 - N. Additional (supplementary) coverage
 - O. Endorsements
 - P. Loss payable clause
 - Q. Representations and warranties

IV. POLICY KNOWLEDGE PERTINENT TO ADJUSTERS....30

- A. Dwelling
 - 1. Characteristics and purpose
 - 2. Coverage Forms (Basic, Broad, Special)
 - 3. Property Coverages (A-E)
 - 4. Conditions and Exclusions
 - 5. Selected Endorsements
 - a. Special Provisions – South Carolina
 - b. Broad theft coverage
 - c. Dwelling under construction
- B. Homeowners
 - 1. Coverage forms (HO-2 through HO-6 & HO-8)
 - 2. Section I – Property coverages.
 - 3. Exclusions, Conditions, and Endorsements
- C. Commercial lines
 - 1. Commercial property
 - a. Building and personal property form
 - b. Condominium forms (association/unit-owners)
 - c. Causes of loss forms
 - d. Conditions and exclusions
 - 2. Equipment Breakdown
 - 3. Businessowners Policy (BOP)
 - a. Sections I and III
 - b. Protective safeguards
- D. Commercial Inland marine
 - 1. Commercial Inland marine conditions form
 - 2. Coverage forms
 - a. Commercial articles
 - b. Contractors equipment floater
 - c. Equipment dealers
 - d. Installation floater
 - e. Jewelers block
 - f. Signs
 - g. Valuable papers and records
- E. Ocean Marine Insurance

- 1. Hull
 - 2. Cargo
- F. Other coverages and options
- 1. Aircraft hull
 - 2. National Flood Insurance Program
 - 3. Boatowners
- G. Farm Coverage
- 1. Farm Property Forms (A-G)
 - 2. Livestock coverage form
 - 3. Mobile agriculture machinery and equipment coverage form

V. ADJUSTER DUTIES AND RESPONSIBILITIES.....6

- A. Claim investigation
 - 1. Inception/Expiration Date
 - 2. Occurrence Date
 - 6. Identification of Parties Involved
 - 4. Policy Form/Number
 - 5. Description of Proof of Loss
 - 6. Coverages and deductibles
 - 7. Physical evidence and witness statements
 - 8. Production of books and records
- B. Loss/Damage Valuation
 - 1. Direct Loss vs. Indirect Loss
 - 2. Damages (Compensatory, punitive)
 - 3. Value of intangible damages
 - 4. Estimates
 - 5. Depreciation
 - 6. Reports
- C. Claim adjustment procedures
 - 1. Coverage dispute resolution
 - 2. Payment release

**SOUTH CAROLINA CROP HAIL ADJUSTER
CONTENT OUTLINE**

(50 scored questions)

**I. SOUTH CAROLINA INSURANCE LAWS AND
REGULATIONS PERTINENT TO ALL ADJUSTERS.....8**

- A. Director's general duties and powers
Ref: 38-3-60, 110
- B. Licensing requirements
 - 1. Qualifications
Ref: 38-47-10
 - 2. Nonresident
Ref: 38-47-20
 - 3. Emergency adjuster permit
Ref: Reg 69-1
- C. Maintenance and duration
Ref: 38-47-40
 - 1. Change of address
Ref: 38-47-15
- D. Disciplinary actions
 - 1. Cease and desist orders
Ref: 38-59-20, 38-59-270
 - 2. Hearings
Ref: 38-3-170; 38-57-200
 - 3. Penalties
Ref: 38-2-10-30; 38-47-70
 - 4. Suspension, revocation or cancellation
Ref: 38-47-70

E. Claim settlement laws and regulations

Ref: 38-59-20

II. CROP INSURANCE AND ADJUSTING PROCEDURES...42

A. Eligibility

- 1. Insureds
- 2. Insurable crops

B. Application

- 1. Binder
- 2. Declarations section
- 3. Required signatures and information

C. Terms of coverage

- 1. Effective date
- 2. Inception of coverage
- 3. Expiration
- 4. Cancellation
- 5. Minimum loss

D. Perils insured against

E. Exclusions

F. Limits of coverage

- 1. Insurable value
- 2. Deductibles
- 3. Reduction of insurance

G. Other provisions

- 1. Replanting clause
- 2. Acreage variation
- 3. Fire department service charge
- 4. Pro rata liability clause
- 5. Fire and lightning coverage
- 6. Subrogation

H. Plans of Insurance

- 1. Actual Production History (APH)
- 2. Catastrophic Risk Protection Coverage (CAT)
- 3. Area Risk Protection Insurance (ARPI)
- 4. Livestock Risk Protection (LRP)
- 5. Rainfall Index (RI)
- 6. Revenue Protection (RP)
- 7. Pasture Rangeland Forage (PRF)
- 8. Yield Protection (YP)

I. Claim settlement practices

- 1. Notice of loss
- 2. Insured's duties after loss
- 3. Appraisal
- 4. Arbitration

J. Mandatory endorsements

- 1. NCIS - 444 Truck and Vine Crops
- 2. NCIS - 578 Tree Fruits
- 3. NCIS - 678 Field Diagram

K. LOSS ADJUSTING PROCEDURES

1. Settling the claim

- a. Other insurance
- b. Field inspections and counts
- c. Closing the claim
- d. Deferments
- e. Unsettled claims (snags)
- f. Stages of growth

SOUTH CAROLINA WORKERS' COMPENSATION INSURANCE ADJUSTER CONTENT OUTLINE

(60 scored questions)

I. SOUTH CAROLINA INSURANCE LAWS AND REGULATIONS PERTINENT TO ALL ADJUSTERS...8

A. Director's general duties and powers

Ref: 38-3-60, 110

B. Licensing requirements

- 1. Qualifications
Ref: 38-47-10
- 2. Nonresident
Ref: 38-47-20
- 3. Emergency adjuster permit
Ref: Reg 69-1

C. Maintenance and duration

- Ref: 38-47-40*
- 1. Change of address
Ref: 38-47-15

D. Disciplinary actions

- 1. Cease and desist orders
Ref: 38-59-20, 38-59-270
- 2. Hearings
Ref: 38-3-170; 38-57-200
- 3. Penalties
Ref: 38-2-10-30; 38-47-70

E. Claim settlement laws and regulations

Ref: 38-59-20

F. South Carolina Property and Casualty Insurance Guaranty Association

Ref: 38-31-10-170

G. Insurance fraud act

Ref: 38-55-510-590

II. TERMS AND CONTRACT PROVISIONS.....8

A. Liability (absolute, strict, vicarious)

B. Negligence, and defenses against

C. Proof of loss

D. Notice of claim

E. Elements of a legal contract

F. Representations and warranties

III. WORKERS COMPENSATION INSURANCE.....31

A. Worker's compensation laws

- 1. Monopolistic versus competitive
- 2. Compulsory versus elective
- 3. South Carolina Workers' Compensation Law
Ref: RL Title 42
 - a. Exclusive remedy
Ref: RL 42-1-540
 - b. Employment covered (required, voluntary)
Ref: RL 42-1-130-150, 310, 360
 - c. Covered injuries
Ref: RL 42-1-160; RL 42-9-60; RL 42-15-20, 40
 - d. Occupational disease
Ref: RL 42-11-10
 - e. Benefits provided
Ref: RL 42-9-10-30, 200, 260, 290; RL 42-13-90; RL 42-15-10, 60-70
 - f. South Carolina Workers' Compensation Uninsured Employers' Fund
Ref: RL 42-7-200
- 4. Workers compensation and employers liability insurance policy
 - a. Part One - Workers compensation insurance
 - b. Part Two - Employers liability insurance
 - c. Part Three - Other states insurance
 - d. Part Four - Your duties if injury occurs
 - e. Part Five - Premium
 - f. Part Six - Conditions
 - g. Voluntary compensation endorsement

5. Sources of coverage
 - a. Self-insured employers/funds
Ref: RL 42-5-20, 50
 - b. Voluntary market
 - c. South Carolina residual workers compensation

IV. ADJUSTING LOSSES.....13

- A. Claim reporting**
- B. Liability losses and coverage problems**
- C. Claim adjustment procedures**
- D. Duties and responsibilities**
- E. Review of medical reports**

**MOTOR VEHICLE PHYSICAL DAMAGE
APPRAISER**

CONTENT OUTLINE

(50 scored questions)

I. SOUTH CAROLINA LAWS AND REGULATIONS.....6

A. Director's general duties and powers

Ref: 38-3-60, 110

B. License qualifications

Ref: 38-49-20

C. Maintenance and duration

1. Reinstatement/license cancellation

Ref: 38-49-30

2. Reporting of Actions

Ref: 38-43-247

3. Change of Address

Ref: 38-49-25

D. Disciplinary actions

1. Cease and desist order

Ref: 38-59-30, 270

2. Investigations/Notice of hearing

Ref: 38-3-170; 38-57-200

3. Penalties and fines

Ref: 38-2-10-30, 38-43-130; 38-49-40

E. Claims settlement laws and regulations

Ref: 38-59-20; Reg 69-16

II. Appraising auto physical damage claims.....44

A. Role of the appraiser

1. Duties and responsibilities
2. Relationship to adjusters

B. Duties after a loss

1. Notice to the insurer
2. Minimizing the loss
3. Inspection of the vehicle
4. Special requirements

C. Determining value and loss

1. Adjustment procedures
2. Salvage
3. Appraisal
4. Depreciation
5. Repair or replacement
6. Repair options and procedures
7. Like kind and quality
8. Aftermarket parts
9. Partial loss versus total loss

D. Vehicle inspection

1. Proper vehicle identification and options ID
2. Estimate of repairs form

E. Vehicle parts and construction

1. Body
2. Front End
3. Rear Body
4. Quarter panels
5. Doors
6. Roofs
7. Bumper- urethane repairs
8. Lamps
9. Cowls
10. Floor Plan
11. Rocker Panels
12. Pillars
13. Substructure
14. Frame
15. Unibody
16. Mechanical
17. Engine
18. Cooling System
19. Electrical System/ Computers
20. Exhaust System
21. Fuel System
22. Heating and Air Conditioning
23. Brakes/ ABS
24. Steering
25. Suspension
26. Transmission
27. Air bags/ SRS (seat belts)
28. Glass, Tires, Interior, and Paint

**SOUTH CAROLINA SURETY INSURANCE
PRODUCER
CONTENT OUTLINE
(50 scored questions)**

**I. SOUTH CAROLINA LAWS AND REGULATIONS
PERTINENT TO ALL LINES.....19**

A. Insurance Department and Director

1. Powers and duties
Ref: 38-3-60, 110
2. Examination of books and records
Ref: 38-13-10-30; 38-43-250; 38-53-320
3. Investigations/Notice of hearing
Ref: 38-3-170; 38-57-200

B. Licensing

1. Persons to be licensed
Ref: 38-53-80, 190
2. Qualifications
Ref: 38-53-90
3. Types of licenses
 - a. Producer
Ref: 38-43-10, 30
 - b. Nonresident
Ref: 38-43-70
 - c. Surety bondsman
Ref: 38-53-10(12)
4. Obtaining a license
 - a. License fees and application
Ref: 38-43-80, 100, 101
 - b. Appointment/termination of contract
Ref: 38-43-50, 38-43-55
 - c. Security deposits
Ref: 38-53-270, 280, 300
5. Maintaining a license
 - a. Change of address/assumed name
Ref: 38-43-107; 38-43-10(C)
 - b. Records maintenance
Ref: 38-43-250; 38-53-310
 - c. Reinstatement/license expiration
Ref: 38-43-110(B)
 - d. Reporting of actions
Ref: 38-43-247
6. Disciplinary actions
 - a. Cease and desist order
Ref: 38-59-30, 38-59-270
 - b. License probation, revocation, suspension, or denial of reissuance
Ref: 38-43-130, 230
 - c. Penalties and fines
Ref: 38-53-150(B), 340; 38-2-10
 - d. Criminal charges and convictions
Ref: 38-53-150(6)

C. Company regulation

1. Unfair claims settlement practices
Ref: 38-59-20
2. Appointment
Ref: 38-43-40, 50
3. Termination of appointment
Ref: 38-43-55

D. Producer regulation

1. Commissions
Ref: 38-43-200
2. Failure to act as a fiduciary
Ref: 38-43-240
3. Blank forms
Ref: 38-43-260
4. Representing an unauthorized insurer
Ref: 38-43-160-180

E. Unfair and prohibited trade practices

1. Rebating
Ref: 38-57-130; 38-53-170
2. Defamation
Ref: 38-57-90
3. Unfair Discrimination
Ref: 38-55-50; 38-57-120
4. Misrepresentation
Ref: 38-57-40
5. False advertising
Ref: 38-57-40, 50
6. Boycott, coercion, and intimidation
Ref: 38-57-100, 110
7. Fraud
Ref: 38-43-245
8. False Financial Statements
Ref: 38-57-80
9. Prohibited inducements
Ref: 38-57-130, 150
10. Free insurance
Ref: 38-57-170

F. Insurance Fraud Act

Ref: 38-55-510-590

G. Consumer information privacy regulation

Ref: Reg 69-58 Sec 1-16

H. Fair Credit Reporting Act

Ref: 15 USC 1681-1681(d)

II. GENERAL INSURANCE PRINCIPLES.....16

Ref: Product Knowledge

A. Insurance Terms and Related Concepts

1. Risk
2. Hazard
3. Peril
4. Loss
5. Exposure
6. Adverse selection
7. Law of large numbers
8. Reinsurance

B. Handling risks

1. Avoidance
2. Retention
3. Sharing
4. Reduction
5. Transfer

C. Insurers

1. Types of insurers
 - a. Stock companies
 - b. Mutual companies
 - c. Fraternal benefit societies
 - d. Lloyd's associations
 - e. Risk retention groups
 - f. Captive companies
 - g. Self-insured funds
2. Private vs. government insurers

3. Admitted/nonadmitted insurers
4. Domestic, foreign, alien insurers
5. Financial status (independent rating services)

D. Producers and general rules of agency

1. Insurer as principal
2. Producer/insurer relationship
3. Authority and powers of producers
 - a. Express
 - b. Implied
 - c. Apparent
 - d. Responsibilities to the applicant/insured

III. SURETY CONTRACTS.....9

A. Definition of surety

B. Elements of a legal contract

1. Offer and acceptance
2. Consideration
3. Competent parties
4. Legal purpose

C. Characteristics of an insurance contract

1. Contact of adhesion
2. Aleatory contract
3. Unilateral contract
4. Conditional contract

D. Legal interpretations affecting contracts

1. Ambiguities in a contract
2. Indemnity
3. Representations/misrepresentations
4. Warranties
5. Concealment
6. Fraud
7. Waiver and estoppel

E. Obligation of the surety

F. Parties to the surety

1. Principal
 - a. Indemnitor for principal
 - b. Indemnity agreement
2. Obligees
3. Surety

G. Underwriting considerations

H. Premiums and terms of obligations

1. Surety
2. Fidelity

I. Claims

J. Power of attorney

IV. PURPOSE AND TYPE OF SURETY BONDS.....5

A. Purpose and types of bonds

1. Surety bail bond
2. Appearance bond
3. Cash bond
Ref: 17-15-15
4. Ten Percent Cash bond
Ref: 17-15-15
5. Real estate property

B. Public official

C. Court

1. Judicial
2. Fiduciary

D. Miscellaneous

E. Contract

1. Bid
2. Performance
3. Payment

4. Maintenance

V. PURPOSE AND TYPE OF FIDELITY BONDS 1

A. Individual

B. Scheduled

1. Named employee
2. Specified position

C. Public official

D. Blanket

E. Financial institutions

F. ERISA bonds

**SOUTH CAROLINA
PROFESSIONAL BAIL BONDSMAN/RUNNER
CONTENT OUTLINE**

(60 scored questions)

**I. SOUTH CAROLINA LAWS AND REGULATIONS
PERTINENT TO ALL LINES.....20**

A. Insurance Department and Director

1. Powers and duties
Ref: 38-3-60, 110
2. Examination of books and records
Ref: 38-13-10-30; 38-43-250; 38-53-320
3. Investigations/Notice of hearing
Ref: 38-3-170; 38-57-200

B. Licensing

1. Persons to be licensed
Ref: 38-53-80, 190
2. Qualifications
Ref: 38-53-90
3. Types of licenses
 - a. Professional bondsman
Ref: 38-53-10(9)-40
 - b. Surety bondsman
Ref: 38-53-10(12)
 - c. Runner
Ref: 38-53-10(10), 38-53-120
4. Obtaining a license
 - a. License fees and application
Ref: 38-43-80, 100, 101
 - b. Appointment
Ref: 38-53-230, 260
 - c. Security deposits
Ref: 38-53-270, 280, 300
5. Maintaining a license
 - a. Continuing education
Ref: 38-43-106; Reg 69-50
 - b. Change of address/assumed name
Ref: 38-43-107; 38-43-10(C)
 - c. Records maintenance
Ref: 38-43-250; 38-53-310
 - d. License expiration
Ref: 38-43-110(B)
 - e. Reporting of actions
Ref: 38-43-247
6. Disciplinary actions
 - a. Cease and desist order
Ref: 38-59-20, 38-59-270
 - b. License probation, revocation, suspension, or denial of reissuance

- Ref: 38-43-130, 230*
- c. Penalties and fines
Ref: 38-53-150(B), 340; 38-2-10
 - d. Criminal charges and convictions
Ref: 38-53-150(6)

C. Unfair and prohibited trade practices

- 1. Rebating
Ref: 38-53-150(A)(8), 38-53-170
- 2. Referral of an attorney
Ref: 38-53-170(d)
- 3. Soliciting in courts
Ref: 38-57-170(f)
- 4. Misrepresentation
Ref: 38-57-40

II. BAIL BOND PROCEDURES.....7

A. General Duties

- 1. Court appearances
 - a. Arraignment
 - b. Trial
 - c. Appeal
- 2. Surety relieved on bond
Ref: 38-53-50
 - a. Prior to trial
Ref: RL 17-15-10
 - b. After conviction – stay of execution
 - c. Pending appeal

B. Discharging surety

Ref: 17-15-20

C. Recommitment of defendant

D. Bond forfeitures

E. Bond posting/transfers

F. Arrests/Surrenders

Ref: 38-53-60, 170(e)

III. FIDUCIARY RESPONSIBILITIES.....10

A. Commissions, fees, premiums

B. Recordkeeping

- 1. Premium receipt
Ref: 38-53-170
- 2. Collateral
 - a. Receipts
 - b. Maintenance
- 3. Return of collateral
Ref: 38-53-170(e)

C. Forfeitures

Ref: 38-53-70; RL 17-15-170-180

- 1. Motion
- 2. Judgement
- 3. Dispersal of funds
- 4. Arrest after forfeiture

D. Bond principal limits

E. Fair Credit Reporting Act

Ref: 15 USC 1681-1681(d)

IV. DEFINITIONS.....7

Ref: Black's Law Dictionary, Dictionary of Insurance Terms

A. Acquit

B. Adjudicate

C. Bail Piece

D. Capital Offense

E. Collateral

F. Conviction

G. Custody

H. Defendant

I. Disposition

J. Exoneration

K. Extradition

L. Felony

M. Fugitive

N. Hearing

O. Incarceration

P. Indictment

Q. Misdemeanor

R. Premium

S. Power of Attorney

T. Recognizance

U. Surety

V. Suspend

W. Warrant

X. Writ

V. SURETY CONTRACTS.....9

A. Definition of surety

B. Elements of a legal contract

- 1. Offer and acceptance
- 2. Consideration
- 3. Competent parties
- 4. Legal purpose

C. Obligation of the surety

D. Parties to the surety

- 1. Principal
 - a. Indemnitor for principal
 - b. Indemnity agreement
- 2. Obligee
- 3. Surety

E. Underwriting considerations

F. Premiums and terms of obligations

- 1. Surety
- 2. Fidelity

G. Claims

H. Power of attorney

Ref: 38-53-200

VI. PURPOSE AND TYPE OF SURETY BONDS.....7

A. Purpose and Types of bonds

- 1. Surety bail bond
- 2. Appearance bond
- 3. Cash bond
Ref: 17-15-15
- 4. Personal Recognizance bond
- 5. Ten Percent Cash bond
Ref: 17-15-15; 38-53-10(2)
- 6. Real estate property secured by mortgage deed

B. Public official

C. Court

- 1. Judicial
- 2. Fiduciary

D. Miscellaneous

E. Contract

- 1. Performance
- 2. Payment
- 3. Maintenance

**SOUTH CAROLINA
SURPLUS LINES BROKER
CONTENT OUTLINE**

(50 scored questions)

I. SOUTH CAROLINA SURPLUS LINES LICENSING...20

A. Insurance Department and Director

1. Powers and duties
Ref: 38-3-60, 110
2. Investigations/Notice of hearing
Ref: 38-3-170; 38-57-200
3. Penalties and fines
Ref: 38-2-10-30, 38-45-140,150
4. Cease and desist orders
Ref: 38-59-30, 270

B. Licensing

- Ref: Bulletin 2009-17*
1. Resident Surplus Lines Broker
Ref: 38-45-10, 20
 2. License fees and application
Ref: 38-5-180, 38-45-10, 20, 40
 3. License probation, revocation, suspension, or denial or reissuance
Ref: 38-45-140; 38-2-10
 4. Nonresident License
Ref: 38-45-30
 5. Change of Address/name change
Ref: 38-45-35
 6. License renewal
Ref: 38-45-20; Reg. 69-33

C. Unfair and prohibited trade practices

1. Rebating
Ref: 38-57-130
2. Defamation
Ref: 38-57-90
3. Unfair Discrimination
Ref: 38-55-50
4. Misrepresentation
Ref: 38-57-40
5. False advertising
Ref: 38-57-40, 50
6. Boycott, coercion, and intimidation
Ref: 38-57-100, 110
7. Unfair claims settlement practices
Ref: 38-59-10, 20
8. Fraud
Ref: 38-43-245
9. Prohibited inducements
Ref: 38-57-130, 150

D. South Carolina Property and Casualty Insurance Guaranty Association Act

Ref: 38-31-10-140

E. Consumer information privacy regulation

Ref: Reg 69-58 Sec 1-16

II. GENERAL INSURANCE PRINCIPLES.....15

Ref: Product Knowledge

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1. Risk
2. Hazard
3. Peril
4. Loss

5. Exposure
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7. Law of large numbers

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 - d. Captive companies
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III. CONTRACTS..... 5

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1. Ambiguities in a contract
2. Indemnity
3. Representations/warranties
4. Concealment
5. Fraud
6. Waiver and estoppel

IV. SOUTH CAROLINA SURPLUS LINES LAW.....10

A. Purpose/definitions

Ref: 38-45-10

B. Content and Maintenance of records

Ref: 38-45-80

C. Commissions

Ref: 38-45-100

D. Premiums, evidence of insurance

Ref: 38-45-10

E. Surplus Lines tax

Ref: 38-45-20(5), 38-45-30(4), 38-45-190

F. Diligent Search

Ref: 38-45-90

G. Disclosure and broker personal liability

Ref: 38-45-110, 120; 38-25-360

H. Broker's Fees

Ref: 38-45-160