

LIFE-GENERAL KNOWLEDGE CONTENT OUTLINE

Product Knowledge, Terms and Concepts (50 scored questions plus 10 pretest questions)

I. TYPES OF POLICIES.....12

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 and flexible premium
2. Immediate and deferred
3. Fixed and variable
4. Indexed

E. Combination plans and variations

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

II. POLICY RIDERS, PROVISIONS, OPTIONS, AND EXCLUSIONS 18

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

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

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. Non-forfeiture 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

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 (e.g., HIPAA, HIV consent)
8. USA PATRIOT Act/anti-money laundering

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
2. Unique aspects of the insurance contract
 - a. Conditional
 - b. Unilateral
 - c. Adhesion
 - d. Aleatory

IV. TAXES, RETIREMENT, AND OTHER INSURANCE CONCEPTS 8

A. Third-party ownership

B. Viatical Settlements

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

- 5. Continuing education
Ref: 33-17-1203 — 1207
- 6. Temporary licenses
Ref: 33-17-216 — 217; ARM 6.6.104
- 7. Eligibility for license
Ref: 33-17-201, 211
- 8. Termination of licenses
Ref: 33-17-1001 — 1004
- 9. Producer appointment/contract cancellation
Ref: 33-17-231 — 232, 236
- 10. Resident producer
Ref: 33-17-201; 33-17-220, 1005; 33-20-1303

D. Unfair Trade Practices (4-5)

- Ref: 33-18-end + entries as noted*
- 1. False advertising
 - 2. Rebating
 - 3. Twisting
 - 4. Misrepresentation
 - 5. Defamation
 - 6. Excess fees/charges
Ref: 33-2-306, 33-15-102, 33-18-212
 - 7. Unfair discrimination
Ref: 33-18-206, 49-2-309; ARM 6.6.2101--2106
 - 8. Unfair claims practices
Ref: 33-1-1205(4); 33-18-201, 232

E. Licensee Responsibilities 3

- 1. Fiduciary capacity
Ref: 33-17-1102
- 2. Commission sharing
Ref: 33-17-1103
- 3. Place of business/recordkeeping
Ref: 33-17-1101
- 4. Principal producer relationship
Ref: 28-10-101 — 704

F. Rate and Form Regulations..... 1

- Ref: 33-1-501 — 502; 33-16-101 — 103, 201 — 204; 33-22-906; ARM 6.6.2102*

G. Life and Health Insurance Guaranty Association (1-2)

- Ref: 33-10-201 — 205, 210, 224, 227*

H. Insurance Information & Privacy Protection Act. (0-1)

- Ref: 33-19-102 — 409*

I. Basic Contract Language (0-1)

- Ref: 33-15-101 — 103*

J. Insurance Fraud protection Act (0-1)

- Ref: 33-1-1201 — 1211*

II. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO LIFE INSURANCE AND ANNUITIES ONLY.....11

A. Replacement/Disclosure Requirements....4

- 1. Purpose, definitions, exceptions
Ref: ARM 6.6.202, 203, 205, 206, 209, 303, 304
- 2. Duties of producers
Ref: ARM 6.6.206, .305
- 3. Duties of insurers
Ref: ARM 6.6.306 — 309

B. Individual Life: Required/Standard provisions.....(2-3)

LIFE
MONTANA SPECIFIC CONTENT OUTLINE
State, Statutes, Rules and Regulations
(36 scored questions plus 7 pretest questions)

I. MONTANA STATUTES, RULES, AND REGULATIONS COMMON TO LIFE, DISABILITY (A&H), PROPERTY AND CASUALTY INSURANCE.....25

A. Insurance Commissioner/Department (2-3)

- 1. Broad powers and duties
Ref: 33-1-301 — 306; 33-18-1003 — 1005
- 2. Examination of records
Ref: 33-1-311; 401 — 413; 33-17-1101
- 3. Cease and desist orders
Ref: 33-1-313 — 316; 33-1-701 — 711; 33-18-1004 — 1005
- 4. Penalties
Ref: 33-1-104, 317

B. General Definitions..... (4-5)

- 1. Domestic, foreign, alien
Ref: 33-1-201
- 2. Insurance transactions
Ref: 33-1-201
- 3. Authorized/unauthorized companies and certificate of authority
Ref: 33-1-201; 33-2-104
- 4. Fraternal and their producers
Ref: 33-7-525

C. Licensing Requirements..... (5-6)

- 1. Definitions
Ref: 33-7-105; 33-17-102 — 103, 236, 241 — 244; ARM 6.6.101 — 102, 105
- 2. Nonresident/reciprocal producer
Ref: 33-17-401 — 411; 33-17-201; 33-20-1303
- 3. Consultant
Ref: 33-17-501 — 513
- 4. Administrator
Ref: 33-17-602 — 618

1. Life insurance policies
Ref: 33-15-415, 501 — 504; 33-20-101 — 142; 33-20-201 — 213
2. Annuities
Ref: 33-20-301 — 307
3. Exempt contracts
Ref: 33-20-103
- C. Credit Life.....1**
Ref: 33-18-501; 33-20-1105; 33-21-102 — 207; ARM 6.6.1101
- D. Group Life.....3**
 1. Eligible groups
Ref: 33-20-1001 — 1002
 2. Conversion/continuation rights
Ref: 33-20-1111(1-4), 1209 — 1212
 3. Standard/required provisions and coverages
Ref: 33-20-1001; 33-20-1201 — 1209, 1211
- E. Viaticals (0-1)**
Ref: 33-20-1301-18

**ACCIDENT & HEALTH
GENERAL KNOWLEDGE CONTENT OUTLINE**

Product Knowledge, Terms, and Concepts
(50 scored questions plus 10 pretest questions)

I. TYPES OF POLICIES.....14

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

C. Medical expense insurance

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)

D. Medicare supplement policies

E. Group insurance

1. Differences between individual and group contracts
2. General characteristics
3. COBRA

E. Individual/Group Long Term Care (LTC)

F. Limited Benefit Plans

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

II. POLICY PROVISIONS, CLAUSES, AND RIDERS.....20

A. Mandatory provisions

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 sex
14. Change of occupation
15. Illegal occupation
16. Relation of earnings to insurance

B. Other provisions and clauses

1. Insuring clause
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

C. Riders

1. Impairment/exclusions
2. Guaranteed insurability

D. Rights of renewability

1. Noncancelable
2. Cancelable
3. Guaranteed renewable

III. SOCIAL INSURANCE.....3

A. Medicare (Parts A, B, C, D)

B. Medicaid

C. Social Security benefits

IV. OTHER INSURANCE CONCEPTS.....4

A. Total, partial, recurrent and residual disability

B. Owner's rights

C. Dependent children benefits

D. Primary and contingent beneficiaries

E. Modes of premium payments

F. Nonduplication and coordination of benefits (e.g., primary vs. excess)

G. Occupational vs. non-occupational

H. Tax treatment of premiums and proceeds of insurance contracts (e.g., disability income and medical expenses, etc.)

I. Managed care

- J. Workers Compensation
- K. Subrogation

V. FIELD UNDERWRITING PROCEDURES.....9

- A. Completing the application
- B. Explaining sources of insurability and HIPAA privacy information (e.g., MIB Report, Fair Credit Reporting Act, etc.)
- C. Initial premium payment and receipt and consequences of the receipt (e.g., medical examination, etc.)
- D. Submitting application (and initial premium if collected) to company for underwriting
- E. Policy delivery
- F. Explaining policy and its provisions, riders, exclusions, and ratings to clients
- G. Replacement
- H. Contract law
 - 1. Elements of a contract
 - 2. Insurable interest
 - 3. Warranties and representations
 - 4. Unique aspects of the insurance contract
 - a. Conditional
 - b. Unilateral
 - c. Adhesion
 - d. Aleatory

- 2. Nonresident/reciprocal producer
Ref: 33-17-401 — 411; 33-17-201; 33-20-1303
- 3. Consultant
Ref: 33-17-501 — 513
- 4. Administrator
Ref: 33-17-602 — 618
- 5. Continuing education
Ref: 33-17-1203 — 1207
- 6. Temporary licenses
Ref: 33-17-216 — 217; ARM 6.6.104
- 7. Eligibility for license
Ref: 33-17-201, 211
- 8. Termination of licenses
Ref: 33-17-1001 — 1004
- 9. Producer appointment/contract cancellation
Ref: 33-17-231 — 232, 236
- 10. Resident producer
Ref: 33-17-201, 220, 1005; 33-20-1303

D. Unfair Trade Practices..... (4-5)

- Ref: 33-18-end + entries as noted*
- 1. False advertising
 - 2. Rebating
 - 3. Twisting
 - 4. Misrepresentation
 - 5. Defamation
 - 6. Excess fees/charges
Ref: 33-2-306, 33-15-102, 33-18-212
 - 7. Unfair claims practices
Ref: 33-1-1205(4); 33-18-201, 232

E. Licensee Responsibilities.....3

- 1. Fiduciary capacity
Ref: 33-17-1102
- 2. Commission sharing
Ref: 33-17-1103
- 3. Place of business/recordkeeping
Ref: 33-17-1101
- 4. Principal producer relationship
Ref: 28-10-101 — 704

F. Rate and Form Regulations.....1

- Ref: 33-1-501 — 502; 33-16-101 — 103, 201 — 204; 33-22-906; ARM 6.6.2102*

G. Life and Health Insurance Guaranty Association (1-2)

- Ref: 33-10-201 — 205, 210, 224, 227*

H. Insurance Information & Privacy Protection Act (0-1)

- Ref: 33-19-102 — 409*

I. Basic Contract Language.....(0-1)

- Ref: 33-15-101 — 103*

J. Insurance Fraud protection Act.....(0-1)

- Ref: 33-1-1201 — 1211*

II. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO DISABILITY (A&H) INSURANCE ONLY.....17

A. Required Coverage and Provisions...(6-8)

- 1. Newborn and adopted children
Ref: 33-22-301, 130; 504
- 2. Handicapped dependents

**ACCIDENT & HEALTH
MONTANA SPECIFIC CONTENT OUTLINE**

State Statutes, Rules and Regulations

(42 scored questions plus 8 pretest questions)

I. MONTANA STATUTES, RULES, AND REGULATIONS COMMON TO LIFE, DISABILITY (A&H) INSURANCE25

A. Insurance Commissioner/Department.....(2-3)

- 1. Broad powers and duties
Ref: 33-1-301 — 306; 33-18-1003 — 1005
- 2. Examination of records
Ref: 33-1-311; 401 — 413; 33-17-1101
- 3. Cease and desist orders
Ref: 33-1-313 — 316, 701 — 711; 33-18-1004 — 1005
- 4. Penalties
Ref: 33-1-104, 317

B. General Definitions.....(4-5)

- 1. Domestic, foreign, alien
Ref: 33-1-201
- 2. Insurance transactions
Ref: 33-1-201
- 3. Authorized/unauthorized companies and certificate of authority
Ref: 33-1-201; 33-2-104
- 4. Fraternal and their producers
Ref: 33-7-525

C. Licensing Requirements(5-6)

- 1. Definitions
Ref: 33-7-105; 33-17-102 — 103, 236, 241 — 244; ARM 6.6.101 — 102, 105

- Ref: 33-22-304*
3. Continuation of coverage
Ref: 33-22-306 — 311, 507 — 510; ARM 6.6.2104
 4. Maternity
Ref: 49-2-309 MCA (Human Rights Div.), ARM 6.6.2104
 5. Home health care
Ref: 33-22-1001 — 1003
 6. Mental Illness, alcoholism, and drug abuse treatment
Ref: 33-22-515, 701 — 706
 7. Policy provisions
Ref: 33-22-203 — 232
 8. Explanation of charges
Ref: 33-15-308
 9. Continuity of coverage
Ref: 33-22-307; 508-10, 513
 10. Disclosure standards
Ref: 33-22-244, 521
 7. Elder Abuse Prevention Act
Ref: MCA 52-3-801 — 825
- B. Medicare Supplements.....2**
1. Policy provisions
Ref: 33-22-904; ARM 6.6.503 — 507
 2. Disclosure requirements
Ref: 33-22-908; ARM 6.6.509
 3. Replacement regulations
Ref: ARM 6.6.510
- C. Group Disability.....2**
1. Required coverages and provisions
Ref: 33-22-501 — 513
 2. Coordination of benefits (COB)
Ref: ARM 6.6.2401 — 2405
- D. Health Maintenance Organizations (HMO)1**
Ref: 33-31-101 — 102, 301 — 303; ARM 6.6.2501 — 2509
- E. Health Service Corporations.....1**
Ref: 33-30-101, 311 — 313, 1001 — 1101
- F. Special Policies1**
1. Credit Disability
Ref: 33-21-102 — 207; ARM 6.6.1101 — 1111
 2. Blanket Disability
Ref: 33-22-601 — 604
- G. Preferred Provider Agreements Act.....1**
Ref: 33-22-1701 — 1706
- H. Freedom of Choice in Selection of Practitioners.....1**
Ref: 33-22-111
- I. Coverage for Insureds in Special Circumstances.....1**
1. Residents of state institutions
Ref: 33-22-112
 2. Public assistance recipients
Ref: 33-22-113
- J. Long-term Care (0-1)**
1. Activities of daily living
Ref: 33-22-1107
 2. Nonforfeiture

- Ref: 33-22-1116*
- 3 .Pre-existing conditions
Ref: 33-22-110, 246, 514, 1108(2-5)

PROPERTY GENERAL KNOWLEDGE CONTENT OUTLINE

Product Knowledge, Terms, and Concepts

(50 scored questions plus 10 pretest questions)

I. TYPES OF POLICIES.....25

A. Homeowners

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

B. Dwelling policies

1. DP-1
2. DP-2
3. DP-3

C. Commercial lines

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

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..... 14

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. Stated 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**
- II. POLICY PROVISIONS AND CONTRACT LAW 11**
- 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)**

PROPERTY

MONTANA SPECIFIC CONTENT OUTLINE

State Statutes, Rules and Regulations

(32 scored questions plus 7 pretest questions)

- I. MONTANA STATUTES, RULES, AND REGULATIONS COMMON TO PROPERTY AND CASUALTY INSURANCE.....25**
- A. Insurance Commissioner/Department.....3**
 - 1. Broad powers and duties
Ref: 33-1-301 — 306; 33-18-1003 — 1005
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Ref: 33-1-311; 401 — 413; 33-17-1101
 - 3. Cease and desist orders
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- 4. Penalties
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- B. General Definitions.....(4-5)**
 - 1. Domestic, foreign, alien
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Ref: 33-1-201
 - 3. Authorized/unauthorized companies and certificate of authority
Ref: 33-1-201; 33-2-104
 - 4. Fraternal and their producers
Ref: 33-7-525
- C. Licensing Requirements.....(4-5)**
 - 1. Definitions
Ref: 33-7-105; 33-17-102 — 103, 236; ARM 6.6.101 — 102, 105
 - 2. Nonresident/reciprocal producer
Ref: 33-17-201, 401 — 411; 33-20-1303
 - 3. Consultant
Ref: 33-17-501 — 513
 - 4. Administrator
Ref: 33-17-602 — 618
 - 5. Surplus lines producer
Ref: 33-2-301
 - 6. Continuing education
Ref: 33-17-1203 — 1207
 - 7. Adjuster
Ref: 33-17-301; ARM 6.6.1601 — 1616
 - 8. Premium financing
Ref: 33-14-102 — 305
 - 9. Temporary licenses
Ref: 33-17-216 — 217; ARM 6.6.104
 - 10. Eligibility for license
Ref: 33-17-201, 211
 - 11. Termination of licenses
Ref: 33-17-1001 — 1004
 - 12. Producer appointment/contract cancellation
Ref: 33-17-231 — 232, 236
 - 13. Resident producer
Ref: 33-17-201; 33-17-220, 1005
- D. Unfair Trade Practices (4-5)**
Ref: 33-18-end + entries as noted
 - 1. False advertising
 - 2. Rebating
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 - 4. Misrepresentation
 - 5. Defamation
 - 6. Excess fees/charges
Ref: 33-2-306, 33-15-102, 33-18-212
 - 7. Unfair discrimination
Ref: 49-2-309; ARM 6.6.1201 — 1203
 - 8. Unfair claims practices
Ref: 33-1-1205(4); 33-18-201, 232
- E. Licensee Responsibilities 3**
 - 1. Fiduciary capacity
Ref: 33-17-1102
 - 2. Commission sharing
Ref: 33-17-1103

| | |
|---|--------------|
| 3. Place of business/recordkeeping <i>Ref: 33-17-1101</i> | |
| 4. Principal producer relationship <i>Ref: 28-10-101 — 704</i> | |
| F. Rate and Form Regulations | 1 |
| <i>Ref: 33-1-501 — 502; 33-16-101 — 103, 201 — 204; ARM 6.6.1502, 2102</i> | |
| G. Property and Casualty Insurance Guaranty Association | 1 |
| <i>Ref: 33-10-101 — 105, 115 — 117</i> | |
| H. Insurance Information & Privacy Protection Act..... | (0-1) |
| <i>Ref: 33-19-102 — 409</i> | |
| I. Basic Contract Language..... | (0-1) |
| <i>Ref: 33-15-101 — 103</i> | |
| J. Insurance Fraud protection Act..... | (0-1) |
| <i>Ref: 33-1-1201 — 1211</i> | |
| II. MONTANA STATUTES, RULES, AND REGULATIONS COMMON TO PROPERTY AND CASUALTY INSURANCE ONLY..... | (2-3) |
| A. Cancellation/Nonrenewal..... | (1-2) |
| <i>Ref: 33-15-1101 — 1107, 1111, 1121; 33-23-401</i> | |
| B. Surplus Lines Insurance..... | (1-2) |
| <i>Ref: 33-2-301 — 306, 308, 310 — 311, 313, 317</i> | |
| C. Montana Use of Credit Information in Personal Insurance | (0-1) |
| <i>Ref: 33-18-601 — 611</i> | |
| III. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO PROPERTY INSURANCE ONLY..... | (4-5) |
| A. Property Insurance..... | (0-2) |
| 1. Defined <i>Ref: 33-1-210</i> | |
| 2. Specific valuation <i>Ref: 33-24-101 — 103</i> | |
| 3. Valued Policy Law <i>Ref: 33-24-102 — 103</i> | |
| B. Inland/Ocean Marine Insurance..... | (0-2) |
| 1. Defined <i>Ref: 33-1-209, 221 — 229</i> | |
| 2. Exceptions <i>Ref: 33-1-229</i> | |
| C. Daycare/Homeowners..... | (0-1) |
| <i>Ref: 33-15-1111; 1103</i> | |

| |
|---|
| a. Coverage A: Bodily Injury and Property Damage Liability (1) Occurrence (2) Claims made (a) Retroactive Date |
| b. Coverage B: Personal Injury and Advertising Injury |
| c. Coverage C: Medical Payments |
| d. Supplemental Payments |
| e. Who is an insured |
| f. Limits (1) Per occurrence (2) Annual Aggregate |
| g. Damage to Property of Others |
| B. Automobile: 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. Garage Coverage Form, including Garagekeepers Insurance |
| 9. Exclusions |
| 10. Individual Insured and Drive Other Car (DOC) |
| C. Workers Compensation Insurance, Employers Liability Insurance, and Related Issues (This section does not deal with specifics of state law, which are 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 |

**CASUALTY
GENERAL KNOWLEDGE CONTENT OUTLINE**

Product Knowledge, Terms, and Concepts
(50 scored questions plus 10 pretest questions)

| | |
|--|-----------|
| I. TYPES OF POLICIES, BONDS, AND RELATED TERMS..... | 25 |
| A. Commercial general liability | |
| 1. Exposures a. Premises and Operations b. Products and Completed Operations | |
| 2. Coverage | |

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

G. Umbrella/Excess Liability

II. INSURANCE TERMS AND RELATED

CONCEPTS.....14

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

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. Arbitration

L. Other insurance

M. Subrogation

N. Loss settlement provisions including consent to settle a loss

O. Terrorism Risk Insurance Act (TRIA)

CASUALTY

MONTANA SPECIFIC CONTENT OUTLINE

State Laws, Rules and Regulations

(37 scored plus 8 pretest questions)

I. MONTANA STATUTES, RULES, AND REGULATIONS COMMON TO LIFE, DISABILITY (A&H), PROPERTY AND CASUALTY INSURANCE.....25

A. Insurance Commissioner/Department.....3

1. Broad powers and duties
Ref: 33-1-301 — 306; 33-18-1003 — 1005
2. Examination of records
Ref: 33-1-311; 401 — 413; 33-17-1101
3. Cease and desist orders
Ref: 33-1-313 — 316, 701 — 711
4. Penalties
Ref: 33-1-104, 317; 33-18-1004 — 1005

B. General Definitions (4-5)

1. Domestic, foreign, alien
Ref: 33-1-201
2. Insurance transactions
Ref: 33-1-201
3. Authorized/unauthorized companies and certificate of authority
Ref: 33-1-201; 33-2-104
4. Fraternal and their producers
Ref: 33-7-525

C. Licensing Requirements..... (4-5)

1. Definitions
Ref: 33-7-105; 33-17-102 — 103, 236; ARM 6.6.101 — 102, 105
2. Nonresident/reciprocal producer
Ref: 33-17-401 — 411; 33-17-201
3. Consultant
Ref: 33-17-501 — 513
4. Administrator
Ref: 33-17-602 — 618
5. Surplus lines producer
Ref: 33-2-301
6. Continuing education
Ref: 33-17-1203 — 1207
7. Adjuster
Ref: 33-17-301; ARM 6.6.1601 — 1616
8. Premium financing
Ref: 33-14-102 — 305
9. Temporary licenses
Ref: 33-17-216 — 217; ARM 6.6.104
10. Eligibility for license
Ref: 33-17-201, 211
11. Termination of licenses
Ref: 33-17-1001 — 1004
12. Producer appointment/contract cancellation
Ref: 33-17-231 — 232, 236

| | |
|---|--|
| 13. Resident producer <i>Ref: 33-17-201; 33-17-220, 1005</i> | |
| D. Unfair Trade Practices.....(4-5) <i>Ref: 33-18-end + entries as noted</i> | |
| 1. False advertising | |
| 2. Rebating | |
| 3. Twisting | |
| 4. Misrepresentation | |
| 5. Defamation | |
| 6. Excess fees/charges <i>Ref: 33-2-306, 33-15-102, 33-18-212</i> | |
| 7. Unfair discrimination <i>Ref: 49-2-309; ARM 6.6.1201 — 1203</i> | |
| 8. Unfair claims settlement practices <i>Ref: 33-1-1205(4); 33-18-201, 232</i> | |
| E. Licensee Responsibilities.....3 | |
| 1. Fiduciary capacity <i>Ref: 33-17-1102</i> | |
| 2. Commission sharing <i>Ref: 33-17-1103</i> | |
| 3. Place of business/recordkeeping <i>Ref: 33-17-1101</i> | |
| 4. Principal producer relationship <i>Ref: 28-10-101 — 704</i> | |
| F. Rate and Form Regulations.....1 <i>Ref: 33-1-501 — 502; 33-16-101 — 103, 201 — 204; ARM 6.6.2102</i> | |
| G. Property and Casualty Insurance Guaranty Association1 <i>Ref: 33-10-101 — 105, 115 — 117</i> | |
| H. Insurance Information & Privacy Protection Act(0-1) <i>Ref: 33-19-102 — 409</i> | |
| I. Basic Contract Language.....(0-1) <i>Ref: 33-15-101 — 103</i> | |
| J. Insurance Fraud protection Act.....(0-1) <i>Ref: 33-1-1201 — 1211</i> | |
| II. MONTANA STATUTES, RULES, AND REGULATIONS COMMON TO PROPERTY AND CASUALTY INSURANCE ONLY.....(2-3) | |
| A. Cancellation/Nonrenewal.....(1-2) <i>Ref: 33-15-1101 — 1107, 1111, 1121; 33-23-401</i> | |
| B. Surplus Lines Insurance.....(1-2) <i>Ref: 33-2-301 — 306, 308, 310 — 311, 313, 317</i> | |
| C. Montana Use of Credit Information in Personal Insurance(0-1) <i>Ref: 33-18-601 — 611</i> | |
| III. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO CASUALTY INSURANCE ONLY.....(9-10) | |
| A. Casualty Insurance defined.....1 <i>Ref: 33-1-206</i> | |
| B. Automobile Insurance/Financial Responsibility.....(3-4) <i>Ref: (Related Laws) 61-6-101 — 103, 124 — 139, 151, 201</i> | |
| 1. Required limits BI/PD <i>Ref: 33-22-203 — 204; 61-6-301 — 304</i> | |

| | |
|--|--|
| 2. Uninsured Motorists-defined <i>Ref: 33-23-201</i> | |
| 3. Mature defensive Driving Act <i>Ref: 33-16-221 — 225</i> | |
| 4. Comparative negligence <i>Ref: 27-1-701 — 702</i> | |
| 5. Cancellation/nonrenewal <i>Ref: 33-23-211 — 217</i> | |
| 6. Prohibited discrimination <i>Ref: 33-18-210</i> | |
| 7. Good Driver Discount <i>Ref: 33-18-210(9)</i> | |
| C. Assigned Risk/Auto Insurance Plan 1 <i>Ref: 61-6-144</i> | |
| D. Worker's Compensation 2 | |
| 1. Plan 1, 2, and 3 <i>Ref: 39-71-116 — 119, 401, 405 — 409, 411 — 413, 501, 503</i> | |
| 2. Claims and benefits <i>Ref: 39-71-601 — 613, 701 — 704, 708, 721, 725, 736</i> | |
| E. Professional Liability Insurance..... 1 <i>Ref: 33-9-101, 33-23-301 — 302</i> | |

MONTANA LIMITED LINES CREDIT INSURANCE CONTENT OUTLINE

(30 scored questions)

| | |
|--|--|
| I. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO ALL LINES OF INSURANCE..... 16 | |
| A. Insurance Commissioner/Department..... (2-3) | |
| 1. Broad powers and duties <i>Ref: 33-1-301 — 306; 33-18-1003 — 1005</i> | |
| 2. Examination of records <i>Ref: 33-1-311, 401 — 413</i> | |
| 3. Notice of hearings <i>Ref: 33-1-313 — 316; 33-1-318</i> | |
| 4. Penalties <i>Ref: 33-1-104, 317</i> | |
| B. General Definitions (1-2) | |
| 1. Authorized/unauthorized companies and certificate of authority <i>Ref: Ref: 33-1-201; 33-2-104</i> | |
| 2. Insurance transaction/policies <i>Ref: 33-1-201</i> | |
| C. Licensing Requirements..... (3-4) | |
| 1. Definitions <i>Ref: 33-7-105; 33-17-102 — 103, 236; ARM 6.6.101 — 102,105</i> | |
| 2. Eligibility for license <i>Ref: 33-17-201 — 211</i> | |
| 3. Termination of license <i>Ref: 33-17-1001 — 1004</i> | |
| 4. Producer appointment/contract cancellation <i>Ref: 33-17-231 — 232, 236</i> | |
| D. Unfair Trade Practices.....(5-6) <i>Ref: 33-18 - end + entries as noted</i> | |

1. False advertising
 2. Rebating
 3. Twisting
 4. Misrepresentation
 5. Unfair discrimination
Ref: ARM 6.6.1201-1203; 49-2-309
 6. Unfair claims practices
Ref: 33-1-1205(4); 33-18-201, 232
 7. Political contributions
Ref: 33-18-305
 8. Penalties
Ref: 33-18-1004, 1005
- E. Rate and Form Regulation.....(0-1)**
Ref: 33-1-501 — 502; 33-16-101 —103, 201 204; 33-22-906; ARM 6.6.2102
- F. Life and Health Insurance Guaranty Fund.....(0-1)**
Ref: 33-10-201 through 205, 224, 227
- II. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO CREDIT LIFE AND DISABILITY INSURANCE.....14**
- A. Credit Life Insurance, GAP, IUI.....(6-8)**
Ref: 33-1-216 & 217; 33-21-102 — 207 ; ARM 6.6.1101, 1102, 1104, 1106—1111
- B. Credit Disability Insurance, Mortgage Insurance, GAP, IUI.....(6-8)**
Ref: 33-1-216, 217, 219; ARM 6.6.1103—1111

MONTANA TITLE INSURANCE CONTENT OUTLINE

(35 scored questions)

- I. MONTANA STATUTES, RULES, AND REGULATIONS COMMON TO ALL LINES OF INSURANCE.....10**
- A. Insurance Commissioner/Department**
1. Broad powers and duties
Ref: 33-1-301 — 306; 33-18-1003 — 1005
 2. Examination of records
Ref: 33-1-311, 401 — 413
 3. Cease and desist orders
Ref: 33-1-318
 4. Penalties
Ref: 33-1-104, 313, 317
- B. Licensing Requirements**
1. Eligibility for license
Ref: 33-17-202 — 204, 211 — 212
 2. Termination of license
Ref: 33-17-1001 — 1004; 33-25-401
- C. Unfair Trade Practices**
1. False advertising
Ref: 33-18-202 — 203
 2. Rebating
Ref: 33-18-210; 33-25-401; ARM 6.6.2203
 3. Twisting
Ref: 33-18-204
 4. Misrepresentation

- Ref: 33-18-202, 205*
5. Defamation
Ref: 33-18-302
 6. Unfair claims practices
Ref: 33-18-201, 232; 401
 7. Boycotting
Ref: 33-18-303
 8. Other prohibited practices
Ref: 33-25-202, 401 — 403
 9. Penalties
Ref: 33-18-233, 1004 — 1005; 33-25-402
- D. Place of Business/Recordkeeping**
Ref: 33-17-1101; 33-25-214, 216; ARM 6.6.2202(14)
- E. Rates**
Ref: 33-25-105, 212
- F. Insurance Guaranty Fund**
Ref: 33-2-517, 851, 1303; 33-25-211

II. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO TITLE INSURANCE. 7

- A. Definitions**
Ref: 33-24-105
- B. Powers and Duties of Title Insurance Companies**
Ref: 33-25-201, 213 — 216; ARM 6.6.2201
- C. Escrow, Closing, or Settlement Services**
Ref: ARM 6.6.2202

III. TITLE INSURANCE TERMS AND RELATED CONCEPTS 18

- A. Terms/Concepts**
Ref: Standard insurance textbooks and policies
1. Encumbrance
 2. Encroachment
 3. Endorsement
 4. Deed
 - a. Quitclaim deed
 - b. Deed on conveyance
 - c. Deed of trust
 5. Lien
 6. Tenancy in common
 7. Riparian rights
 8. Mortgagor/mortgagee
 9. Subrogation
 10. Fee simple
 11. Simultaneous issue
 12. Title defect
 13. Real property
 14. Survey of property
 15. Loan policy
 16. Easement
- B. Agent/Title Organizations**
- C. Premium Payments**
- D. Loss Payments**
- E. Description of a Property**
- F. Types of Title Policies**
1. Owner's policy
 2. Standard Title policy
 3. Mortgagee's policy
- G. Policy Contents**

1. Provisions
2. Exclusions
3. Exceptions
4. Covered risks
5. Schedule B-11

MONTANA ADJUSTER CONTENT OUTLINE
(88 scored questions)

I. TYPES OF PROPERTY POLICIES15

A. Personal lines

1. Dwelling and contents (DP forms)
2. Personal liability
3. Homeowners (HO forms)
4. Mobile Homes

B. Commercial lines

1. Commercial property
 - a. Commercial building and personal property form
 - b. Causes of loss forms
 - c. Business income
 - d. Extra expense
2. Commercial Package Policy (CPP)
3. Boiler and machinery coverage forms
4. Businessowners Policy (BOP)

C. Inland marine

1. Personal floaters
2. Commercial floaters
3. Valuable Papers

D. Additional coverages and exclusions

1. Flood
2. Personal Watercraft
3. Commercial Ocean Marine
4. Business Interruption
5. Time Element
6. Ordinance and Law
7. Valuable Paper and Records

II. TYPES OF CASUALTY POLICIES.....15

A. Commercial general liability

1. Premises and operations liability
2. Products and completed operations liability
3. Contractual liability
4. Medical payments
5. Owners and contractors protective liability

B. Automobile: personal (family) auto and business (commercial) auto

1. Liability
2. Physical damage (collision and comprehensive)
3. Uninsured motorists
4. Underinsured motorists
5. Named insureds
6. Insureds
7. Owned automobile
8. Nonowned automobile
9. Temporary substitute auto

C. Commercial crime

1. Coverage forms
 - a. Theft, disappearance, and destruction
 - b. Robbery and safe burglary

- c. Premises burglary
- d. Premises theft and robbery outside premises

D. Professional liability

E. Umbrella/excess liability

III. SURETY BONDS..... 3

A. Types of bonds

Ref. 33-1-211; 33-26-101 — 108

1. Bid
2. Contract
3. Maintenance
4. Performance

B. Parties to a bond

1. Principal
2. Obligee
3. Surety

IV. INSURANCE TERMS AND RELATED CONCEPTS..... 17

A. Insurance

B. Insurable interest

C. Risk

D. Hazard

E. Peril

F. Loss

1. Direct
2. Indirect

G. Proximate cause

H. Deductible

I. Indemnity

J. Actual cash value

K. Fair market value

L. Replacement cost

M. Other Insurance

N. Coinsurance/Insurance to value

O. Pair and set clause

P. Extensions of coverage

Q. Additional coverages

R. Accident

S. Occurrence

T. Cancellation

U. Nonrenewal

V. Vacancy and unoccupancy

W. Right of salvage

X. Abandonment

Y. Liability

Z. Negligence

AA. Robbery

BB. Burglary

CC. Tariff liability

DD. Independent Adjuster

V. POLICY PROVISIONS AND CONTRACT LAW.....14

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>Ref.: 33-24-101 — 103</i> |
| I. Proof of loss | 3. Valued Policy Law |
| J. Notice of claim | <i>Ref.: 33-24-102 — 103</i> |
| K. Appraisal | B. Inland/Ocean Marine Insurance |
| L. Other Insurance Provision | 1. Defined |
| M. Assignment | <i>Ref.: 33-1-209, 221 — 229</i> |
| N. Subrogation | 2. Exceptions |
| O. Arbitration | <i>Ref.: 33-1-229</i> |
| P. Elements of a contract | C. Cancellation/Nonrenewal |
| Q. Warranties, representations, and concealment | <i>Ref.: 33-15-1101 — 1107, 1111, 1121; 33-23-401</i> |
| R. Binders | D. Daycare/Homeowners |
| S. Loss settlement | <i>Ref.: 33-15-1111</i> |
| T. Claims made | |
| VI. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO ALL ADJUSTERS.....8 | VIII. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO CASUALTY INSURANCE ONLY 8 |
| A. Commissioner of Insurance | A. Casualty Insurance defined |
| 1. Broad powers and duties | <i>Ref.: 33-1-206</i> |
| <i>Ref.:33-1-301 — 306</i> | B. Automobile Insurance/Financial Responsibility |
| 2. Examination of records | <i>Ref.: (Related Laws) 61-6-101 — 103, 124 — 139, 151, 201</i> |
| <i>Ref.:33-1-402</i> | 1. Required limits BI/PD |
| 3. Investigations/Notice of hearing | <i>Ref.: 33-22-203 — 204; 61-6-301 — 304</i> |
| <i>Ref.:33-1-701</i> | 2. Uninsured Motorists-defined |
| 4. Penalties | <i>Ref.: 33-23-201</i> |
| <i>Ref.:33-1-104, 317; 33-18-1003 — 1005</i> | 3. Mature defensive Driving Act |
| B. Adjuster licensing | <i>Ref.: 33-16-221 — 225</i> |
| 1. License requirements | 4. Comparative negligence |
| <i>Ref.:33-17-301</i> | <i>Ref.: 27-1-701 — 702</i> |
| 2. License suspension and revocation | 5. Cancellation/nonrenewal |
| <i>Ref.: 33-17-301</i> | <i>Ref.: 33-23-211 — 217</i> |
| 3. Definitions | C. Professional liability insurance |
| <i>Ref.:33-17-301, ARM 6.6.1611</i> | <i>Ref.: 33-23-301</i> |
| C. Trade practices | |
| 1. Unfair claims practices | |
| <i>Ref.: 33-18-201</i> | |
| 2. Claim settlement practices | |
| <i>Ref.: 33-18-232 — 233</i> | |
| 3. Misrepresentation | |
| <i>Ref.: 33-18-202</i> | |
| 4. Unfair discrimination | |
| <i>Ref.: 33-18-210</i> | |
| D. Montana Insurance Guaranty Association | |
| <i>Ref.:33-10-101 — 105</i> | |
| E. Insurance Information and Privacy Act | |
| <i>Ref.:33-19-102 — 306</i> | |
| F. Basic contract language | |
| <i>Ref.:33-15-101 — 103</i> | |
| G. Insurance Fraud Protection Act | |
| <i>Ref.:33-1-1201 — 1211</i> | |
| H. Premium financing | |
| <i>Ref.:33-14-301, 303, 304</i> | |
| VII. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO PROPERTY INSURANCE ONLY 8 | |
| A. Property insurance | |
| 1. Defined | |
| <i>Ref.: 33-1-210</i> | |
| 2. Specific valuation | |

**LIFE AND DISABILITY CONSULTANT
CONTENT OUTLINE
Product Knowledge, Terms and Concepts
(100 scored questions)**

Ref.: Suggested courses: The American College Courses (HS 318, 323, 324, 25). Other standard insurance texts may be used.

I. TYPES OF LIFE POLICIES

Ref.: Standard insurance text; HS 323

A. Traditional whole life products

1. Ordinary (straight) life
2. Limited-pay and single-premium life
3. Modified whole life
4. Adjustable life

B. Interest-sensitive life products

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

C. Term life

1. Level, decreasing, and increasing term
2. Special features
 - a. Renewable
 - b. Convertible
 - c. Reentry

D. Annuities

1. Single, level, and flexible premium
2. Immediate and deferred
3. Fixed and variable
4. Refund

E. Endowment

F. Combination plans and variations

1. Juvenile
2. Joint life
3. Survivorship life

II. POLICY RIDERS, PROVISIONS, OPTIONS, AND EXCLUSIONS

Ref.: Standard insurance text; HS 323 and 324

A. Policy riders

1. Waiver of premium
2. Guaranteed insurability
3. Accidental death and/or accidental death and dismemberment
4. Term riders
5. Other insureds (e.g., spouse, children, nonfamily)

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. Changes
 - d. Common disaster
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
12. Incontestability
13. Assignments
14. Suicide
15. Misstatement of age
16. Settlement options

C. Policy exclusions

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

Ref.: Standard insurance text; HS 324

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

B. Underwriting

1. Insurable interest
2. Medical information and consumer reports
3. Fair Credit Reporting Act
4. Risk classification
5. Calculations (ex. human life value)

C. Delivering the policy

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

IV. TAXES, RETIREMENT, AND OTHER INSURANCE CONCEPTS

Ref.: Standard insurance text; HS 318

A. Third-party ownership

B. Group life insurance

1. Conversion privilege
2. Contributory vs. noncontributory

C. Retirement plans

1. Tax-qualified plans
2. Nonqualified plans

D. Business insurance (e.g., key employee, buy and sell agreement, split-dollar, etc.)

E. Social Security benefits and taxes

F. Tax treatment of insurance premiums, proceeds, dividends

1. Individual life
2. Group life
3. Gifts
4. Modified Endowment Contracts (MECs)
5. Tax Sheltered Annuity (TSAs)

G. Accelerated Death Benefits—Living Benefits

V. TYPES OF HEALTH/DISABILITY POLICIES

Ref.: Standard insurance text; HS 325

A. Disability income

1. Individual disability income policy
2. Business overhead expense policy
3. Business disability buyout policy
4. Group disability income policy

B. Accidental death and dismemberment

C. Medical expense insurance

1. Basic hospital, medical, and surgical policies
2. Major medical policies
3. Comprehensive major medical policies
4. Health Maintenance Organizations (HMOs)
5. Preferred provider organizations (PPOs)
6. Multiple Employer Trusts (METs)
7. Multiple Employer Welfare Association (MEWAs)
8. Service organizations (Blue Plans)

D. Medicare supplement policies

E. Group insurance

1. Group conversion
2. Differences between individual and group contracts
3. General concepts
4. COBRA
5. HIPPA

F. Long Term Care

VI. POLICY PROVISIONS, CLAUSES, AND RIDERS

Ref.: Standard insurance text; HS 324

A. Mandatory provisions

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

B. Optional provisions

1. Change of occupation
2. Misstatement of age
3. Illegal occupation

C. Other provisions and clauses

1. Insuring clause
2. Free look (10-day, 20-day, etc.)
3. Consideration clause
4. Probationary period
5. Elimination period
6. Waiver of premium
7. Exclusions
8. Preexisting conditions
9. Recurrent disability
10. Coinsurance
11. Deductibles
12. Assignment

D. Riders

1. Impairment rider
2. Guaranteed insurability rider
3. Multiple indemnity rider (double, triple)

E. Rights of renewability

1. Noncancelable
2. Cancelable
3. Guaranteed renewable
4. Conditionally renewable
5. Optionally renewable
6. Period of time

VII. SOCIAL INSURANCE

Ref.: Standard insurance text; HS 318, 325

A. Medicare

1. Primary, secondary payor

B. Medicaid

C. Social Security benefits

VIII. OTHER INSURANCE CONCEPTS

Ref.: Standard insurance text; HS 325

A. Total, partial, and residual disability

B. Owner's rights

C. Dependent children benefits

D. Primary and contingent beneficiaries

E. Modes of premium payments (annual, semiannual, etc.)

F. Nonduplication and coordination of benefits (e.g., primary vs. excess)

G. Occupational vs. nonoccupational

H. Tax treatment of premiums and proceeds of insurance contracts (e.g., disability income and medical expenses, etc.)

I. Managed care

IX. FIELD UNDERWRITING PROCEDURES

Ref.: Standard insurance text; HS 323

A. Completing application and obtaining necessary signatures

B. Explaining sources of insurability information (e.g., MIB Report, Fair Credit Reporting Act, etc.)

C. Upon payment of initial premium, giving prospect conditional receipt and explaining the effect of that receipt (e.g., medical examination, etc.)

D. Submitting application (and initial premium if collected) to company for underwriting

E. Assuring delivery of policy to client

F. Explaining policy and its provisions, riders, exclusions, and ratings to clients

G. In cases where initial premium did not accompany application, obtaining signed statement of continued good health and obtaining premium for transmittal

H. Contract law

1. Requirements of a contract
2. Insurable interest
3. Warranties and representations
4. Unique aspects of the health contract
 - a. Conditional

- b. Unilateral
- c. Adhesion

X. MONTANA LAWS, RULES, AND REGULATIONS PERTINENT TO LIFE AND DISABILITY INSURANCE CONSULTANTS

Ref.: 33-17-501-512; 33-17-1203

A. Licensing requirements

- 1. Consultant
- 2. Agreements
- 3. License maintenance
- 4. License revocation or suspension

B. Consultant practices, responsibilities, and duties

Ref.: Standard insurance text

- 1. Solicitation and disclosures
- 2. Advertising
- 3. Standard practices
- 4. Cost comparison methods

C. Unfair/Prohibited Practices

Ref.: 33-18-end; ARM 6.6.1201-1203

- 1. Rebating
- 2. Defamation
- 3. Discrimination
- 4. Misrepresentation

D. Montana Life and Health Insurance Guaranty Association

Ref.: 33-10-201, 202

PROPERTY AND CASUALTY CONSULTANT CONTENT OUTLINE
(100 scored questions)

Ref.: Standard insurance/risk management text; Insurance Institute's Accredited Advisor in Insurance. Other materials may be used.

I. PRINCIPLES OF RISK MANAGEMENT

Ref.: Standard insurance/risk management text; Insurance Institute's Accredited Advisor in Insurance (AAI 81, 82, 83)

A. Pure risk vs. speculative risk

B. Risk management process

- 1. Identifying and analyzing loss exposures
- 2. Selecting method to handle each exposure
- 3. Implementing the risk management strategy
- 4. Monitoring the risk management system and making changes when appropriate

C. Nature of property loss exposures

- 1. Property exposed to loss
- 2. Causes of loss
- 3. Consequences of loss

D. Nature of liability loss exposures

- 1. Legal liability
- 2. Civil liability
 - a. Tort liability
 - (1) Intentional
 - (2) Negligence
 - (3) Strict
 - (4) Exemplary/punitive
 - (5) Immunity

E. Contract law as it relates to insurance

F. Types of insurers

G. Reinsurance

II. FUNDAMENTALS OF FINANCIAL ANALYSIS

Ref.: Standard text; Insurance Accounting and Systems Assn. text; NAIC accounting manual and supplements; Insurance Institute's Accredited Advisor in Insurance (AAI 81, 82, 83)

A. Financial statements

- 1. Balance sheet
- 2. Income statement
- 3. Sources and uses of funds statement

B. Ratio analysis

- 1. Liquidity
- 2. Activity
- 3. Financial leverage
- 4. Profitability

C. Inventory valuation methods

III. PROPERTY INSURANCE POLICIES AND FORMS

Ref.: Standard insurance text; Insurance Institute's Accredited Advisor in Insurance (AAI 81, 82, 83)

A. Personal lines

- 1. HO forms
- 2. DP forms

B. Commercial lines

- 1. Building and personal property coverage form
- 2. Causes of loss forms
- 3. Business income coverage form
- 4. Extra expense coverage form
- 5. Businessowners policy (BOP)
- 6. Boiler and Machinery
- 7. Commercial Package Policy (CPP)
- 8. Commercial property policies

C. Inland marine

- 1. Coverages and policy provisions
- 2. Commercial and Personal floaters
- 3. Commercial inland marine

D. Ocean marine

- 1. Cargo
- 2. Commercial ocean marine

E. Other insurance

- 1. Flood
- 2. Aviation

IV. CASUALTY INSURANCE POLICIES AND FORMS

Ref.: Standard insurance text, Insurance Institute's Accredited Advisor in Insurance (AAI 81, 82, 83)

A. Commercial General Liability (CGL)

- 1. Premises and operations liability
- 2. Products and completed operations liability
- 3. Contractual liability
- 4. Personal and advertising liability
- 5. Medical payments
- 6. Owners and contractors protective liability
- 7. Occurrence coverage
- 8. Claims made coverage

B. Auto: Personal and Commercial

- 1. Liability
- 2. Physical damage (collision and comprehensive)
- 3. Named insureds

- 4. Garage coverage forms
- 5. Lease Gap
- 6. Owned auto
- 7. Nonowned auto
- 8. Temporary substitute auto

C. Workers Compensation/Employer’s liability

Ref.: Standard insurance text; 39-71-401-409; 411-413

- 1. Policy concepts
- 2. Rating plans
- 3. NCCI Experience modifications

D. Crime coverage

- 1. Employee dishonesty
- 2. Theft, Disappearance, and Destruction
- 3. Robbery and safe burglary
- 4. Premises burglary
- 5. Custodian
- 6. Messenger
- 7. Guard or watchperson
- 8. Fidelity and surety bonds

E. Professional liability

F. Umbrella/Excess liability

G. Directors and Officers liability

H. Employment Practices liability

V. PROPERTY AND CASUALTY POLICY PROVISIONS, TERMS, AND CONCEPTS

Ref.: Standard insurance text; Insurance Institute’s Accredited Advisor in Insurance (AAI 81, 82, 83)

- A. Perils**
- B. Risk**
- C. Coinsurance**
- D. Appraisal**
- E. Subrogation**
- F. Premiums**
- G. Actual cash value**
- H. Duties of the insurer**
- I. Cancellation**
- J. Binders**

VI. MONTANA LAWS, RULES, AND REGULATIONS PERTINENT TO PROPERTY AND CASUALTY INSURANCE CONSULTANTS

A. Licensing requirements

Ref.: 33-17-501-512; 33-17-1203

- 1. Consultant
- 2. Agreements
- 3. License maintenance
- 4. License revocation or suspension

B. Consultant practices, responsibilities, and duties

Ref.: Standard insurance text; Insurance Institute’s Accredited Advisor in Insurance (AAI 81, 82, 83)

C. Unfair/prohibited practices

Ref.: 33-18-end; ARM 6.6.1201-1203

- 1. Rebating
- 2. Defamation
- 3. Discrimination
- 4. Misrepresentation

D. Surplus lines

Ref.: 33-2-301, 307, 317

E. Risk retention groups

Ref.: 33-11-103, 104

F. Montana Insurance Guaranty Association

Ref.: 33-10-105

MONTANA SURETY CONTENT OUTLINE

(20 scored questions)

Ref: General Textbook Knowledge and 33-1-211 and 33-26-101 — 108

- I. FIDELITY AND SURETY CONTRACTS 8**
 - A. Definition of fidelity and surety**
 - B. Parties of a contract**
 - C. Obligation of the surety**
 - D. Parties to the surety**
 - 1. Principal
 - 2. Obligee
 - 3. Surety
 - E. Underwriting considerations**
 - F. Premiums and terms of obligations**
 - 1. Surety
 - G. Claims**
 - H. Power of attorney**
- II. PURPOSE AND TYPE OF SURETY BONDS...6**
 - A. Public official**
 - B. Court**
 - 1. Judicial
 - 2. Fiduciary
 - C. Miscellaneous**
 - D. Contract**
- III. PURPOSE AND TYPE OF FIDELITY BONDS....2**
 - A. Individual**
 - B. Blanket**
 - C. Financial institutions**
- IV. BAIL BONDS.....4**
 - A. Surety bail bond**
 - B. Surety bond fee**
 - C. Acceptable collateral**

MONTANA CROP INSURANCE

(50 scored questions)

Examination references can be found in the following sources:

- The Montana Risk Management Agency website at: <https://www.rma.usda.gov/en>
- The Montana codes are also available online at: <https://leg.mt.gov/statute/>
- Individual Crop Insurance companies

I. GENERAL INSURANCE TERMS AND CONCEPTS.....14

A. Insurable interest

B. Risk

C. Hazard

D. Peril

E. Loss

1. Direct
2. Indirect

F. Indemnity

G. Limits of Liability

H. Occurrence

I. Negligence

J. Insuring Agreement

K. Subrogation

L. Binder

II. CROP INSURANCE.....18

A. Policy rates

B. Coverages available

C. Policy provisions

D. Liability

E. Claim Settlement Practices

1. Claims site assessment
 - a. Site testing
 - b. Standard measures
 - c. Location
2. Notice of loss
3. Insured's duties
4. Percentage plan
5. Arbitration and appraisal
6. Loss payment

F. Cancellation and nonrenewal

III. MULTIPLE PERIL INSURANCE.....10

IV. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO ALL ADJUSTERS.....8

A. Commissioner of Insurance

1. Broad powers and duties

Ref.:33-1-301 — 306

2. Examination of records

Ref.:33-1-402

3. Investigations/Notice of hearing

Ref.:33-1-701

4. Penalties

Ref.:33-1-104, 315, 317; 33-18-1003 — 1005

B. Adjuster licensing

1. License requirements

Ref.:33-17-301

2. License suspension and revocation

Ref.: 33-17-301, 1001

3. Definitions

Ref.:33-17-301, ARM 6.6.1611

C. Trade practices

1. Unfair claims practices

Ref.: 33-18-201

2. Claim settlement practices

Ref.: 33-18-232 — 233

3. Misrepresentation

Ref.: 33-18-202

4. Discrimination

Ref.: 33-18-210

D. Insurance Information and Privacy Act

Ref.:33-19-102 — 306

**MT PUBLIC ADJUSTER
CONTENT OUTLINE**
Product Knowledge, Laws, and Regulations

(50 scored questions)

I. GENERAL PROPERTY INSURANCE PRODUCT KNOWLEDGE PERTINENT TO PUBLIC ADJUSTERS

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

A. Standard Fire Policy

Ref: New York Standard Fire Policy Ref: 515.138

1. Basic coverages, provisions, and clauses
2. Limitations and restrictions

B. Personal lines

1. Dwelling and contents (DP forms)
2. Homeowners (HO forms)

C. Commercial lines

1. Commercial property
 - a. Commercial building and personal property form
 - b. Business income
2. Law and Ordinance Coverage

D. Inland marine

1. Personal floaters
2. Commercial floaters

E. Others

1. National Flood Insurance Program

F. Additional Coverages and Exclusions

1. Time Element
2. Valuable Papers and Records

G. Crime

1. Employee Theft
2. Inside the Premises-Theft of Money and Securities
3. Inside the Premises-Robbery or Safe Burglary of Other Property

H. Surety Bonding

1. Definitions
 - a. Obligee
 - b. Principal
 - c. Surety

II. PROPERTY POLICY PROVISIONS AND CONTRACT LAW

A. Declarations

B. Exclusions

C. Definition of the insured

D. Proof of loss

E. Notice of claim

F. Appraisal

G. Subrogation

H. Limitations

I. Coinsurance

J. Fraud

III. PROPERTY INSURANCE TERMS AND RELATED CONCEPTS

A. Insurable interest

B. Risk

C. Hazard

1. Moral

D. Loss

1. Direct
2. Indirect

E. Deductible

F. Indemnity

G. Replacement cost

H. Extensions of coverage

I. Negligence

J. Theft

K. Burglary

L. Robbery

M. Binders

N. Apportionment clause

O. Waiver/Non-Waiver Agreement

P. Estoppel

IV. PUBLIC ADJUSTER

A. Loss Report

1. Essential Elements
 - a. Occurrence Date
 - b. Coverages

B. Loss/Damage Valuation

1. Damages
2. Scope of Loss or Damages

V. MONTANA STATUTES, REGULATIONS, AND BULLETINS PERTINENT TO PROPERTY INSURANCE AND THE LICENSING OF PUBLIC ADJUSTERS

A. Definitions

Ref: 33-17-102; 33-17-301

1. Persons required to be licensed and their responsibilities
 - a. Public Adjuster
2. License requirements
 - a. Fees and application
 - b. Prerequisites
 - c. Exceptions to licensing
3. Notice of address change
4. Contracts and Solicitation of Contracts

B. Marketing Practices

Ref: 33-17-1101; 33-17-1001; 33-18-202

1. Duties of licensed personnel
2. Record keeping
3. License denial, suspension, revocation, and Penalties
4. Ethics
5. Unfair practices
 - a. Misrepresentation
 - b. Unfair claims settlement practices

C. Insurance Commissioner

Ref: 33-1-104, 301 — 306, 313 — 317; 701 — 711; 33-18-1003 — 1005

1. Broad powers and duties
2. Hearings
3. Cease and desist orders and penalties
4. General penalties

MONTANA PREPAID LEGAL CONTENT OUTLINE

(50 scored questions)

I. PREPAID LEGAL SERVICE PLAN GENERAL PRODUCT KNOWLEDGE, CONCEPTS AND TERMINOLOGY

Ref: 33-1-215, Prepaid legal service contracts

A. TYPES OF POLICIES AND COVERAGES

1. Individual and family policy coverages
 - a. Legal Consultation
 - i. Exclusions and Limitations
 - b. Attorney Letters
 - i. Exclusions and Limitations
 - c. Document review
 - i. Exclusions and Limitations
 - d. Wills and Estate Planning
 - i. Exclusions and Limitations
 - e. Discounted legal services
 - i. Exclusions and Limitations
 - f. Other covered services
 - i. Exclusions and Limitations
 - g. Insureds
 - h. General Exclusions and Limitations
 - i. Illegal acts
 - ii. Frivolous acts
 - iii. Indefensible acts
 - iv. Court costs
 - v. Fines and penalties
 - vi. Expert witness fees
 - vii. Out of pocket expenses
 - viii. Legal issues outside U.S.
 - ix. Retainer fees
 - x. Other
2. Other types of policies
 - a. Small business
 - b. Commercial drivers
 - c. Employee benefits

B. Producer conduct and responsibilities

1. Dispensing of legal advice
2. Unethical marketing practices

C. Delivery of legal services

1. Ethical and professional responsibilities of attorneys

D. Prepaid legal service plan terminology

1. Prepaid legal service plan
2. Legal maintenance organization (LMO)
3. Prepaid legal service plan insurance
4. Legal plan

II. MONTANA STATUTES, RULES, AND REGULATIONS PERTINENT TO PREPAID LEGAL INSURANCE

A. Insurance Commissioner/Department

1. Broad powers and duties
Ref: 33-1-301-306; 33-18-1003 — 1005
2. Examination of records
Ref: 33-1-311; 401 — 413; 33-17-1101

3. Cease and desist orders
Ref: 33-1-313 — 316; 33-1-701 — 711
4. Penalties
Ref: 33-1-104, 317

B. Licensing Requirements

1. Definitions
Ref: 33-7-105; 33-17-102 — 103, 236; ARM 6.6.101 — 102, 105
2. Nonresident/reciprocal producer
Ref: 33-17-20, 401 — 411; 33-20-1303
3. Continuing education
Ref: 33-17-1203 — 1207
4. Temporary licenses
Ref: 33-17-216 — 217; ARM 6.6.104
5. Eligibility for license
Ref: 33-17-201, 211
6. Termination of licenses
Ref: 33-17-1001 — 1004
7. Producer appointment/contract cancellation
Ref: 33-17-231 — 232, 236
8. Resident producer
Ref: 33-17-201, 220, 1005; 33-20-1303

C. Unfair Trade Practices

Ref: 33-18-end + entries as noted

1. False advertising
2. Rebating
3. Misrepresentation
4. Defamation
5. Unfair discrimination
Ref: 49-2-30-9; ARM 6.6.1201 — 1203
6. Unfair claims practices
Ref: 33-1-1205(4); 33-18-201, 232
7. Political contributions
Ref: 33-18-305
8. Penalties
Ref: 33-18-1004 — 1005

D. Licensee Responsibilities

1. Fiduciary capacity
Ref: 33-17-1102
2. Place of business/recordkeeping
Ref: 33-17-1101
3. Principal producer relationship
Ref: 28-10-101 — 704

E. Rate and Form Regulations

Ref: 33-1-501 — 502; 33-16-101 — 103, 201 — 204; 33-22-906; ARM 6.6.2102

F. Insurance Information & Privacy Protection Act

Ref: 33-19-102 — 409

G. Basic Contract Language

Ref: 33-15-101 — 103

H. Insurance Fraud Protection Act

Ref: 33-1-1201 — 1211