

## Claim Reporting

Chartis Healthcare Liability Claims is the Claim Administrator for the companies of Chartis.

Claims should be reported to the following centralized customer service center for assignment to a claim professional appropriate for the type of claim reported.

E-mail: [HealthcareFNOL@chartisinsurance.com](mailto:HealthcareFNOL@chartisinsurance.com)

Fax: 877-430-5356

Mail: Chartis Healthcare Liability Claims  
Attn: Central Processing Center  
P.O. Box 25994  
Shawnee Mission, KS 66225

The Central Processing Center will consolidate claim intake, creation and assignment functions. This means you have a simple way to notify the company of a loss,<sup>1</sup> as well as clearly identified points of contact to request claim information. You will be promptly advised of the assigned claim professional. Recognizing the importance of prompt issuance of acknowledgement letters, the Central Processing Center enables Chartis Healthcare Liability Claims to quickly and thoroughly acknowledge your claim submissions facilitating timely claim resolution.

<sup>1</sup> Please refer to the notice provision of the applicable policy or reinsurance certificate for specific requirements regarding timely and proper submission of a claim.