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## Physicians' Reciprocal Insurers

Re: Pennsylvania PRI Renewal Application

Dear Doctor:

With technological advancements and new procedures being implemented daily, the world of medicine is ever changing. It is our policy to update our underwriting files with the most current information available regarding you and your practice. This information will help ensure that Pennsylvania Physicians' Reciprocal Insurers (Pennsylvania PRI) is covering you as completely as possible.

### Requirements for Pennsylvania PRI Renewals

1. Pennsylvania PRI Renewal Application, completed in full
2. Five full years of prior carrier loss runs
3. National Practitioner Data Bank (NPDB) "Response to Self Query" \*\*\*OPTIONAL\*\*\*

Details for the required information above is as follows:

1. In order to update our underwriting records, insureds must complete the Pennsylvania PRI Renewal Application. In accordance with the terms of your current policy, please provide us with the **original, fully completed and signed Renewal Application within twenty business days of receiving this letter.**

2. **Five full years of prior carrier loss runs must be included with your Renewal Application.** These loss runs must be dated within six months of receipt. Loss runs are not required for the years that you were insured with Pennsylvania Physicians' Reciprocal Insurers (Pennsylvania PRI), Clarendon and/or First Professionals Insurance Company (FPIC).

3. Pennsylvania PRI's Loss Free Discount Program will be evaluated on an annual basis. **In order to be considered for this discount or to continue receiving the discount, a "Response to Self Query" from the National Practitioner Data Bank (NPDB) is required annually.** The NPDB "Response to Self-Query" must be dated within six months of receipt and can be obtained by visiting <http://www.npdb-hipdb.com> and clicking on the link on the upper right.

Please mail the fully completed original Renewal Application, along with the required five full years of loss runs from prior carriers, to our office. Please fax a copy to your broker. The NPDB "Response to Self-Query" is required only if you wish to be considered for the Loss Free Discount. **Failure to fully complete and return the required items will delay the processing of your Renewal Policy.**

Mail original application, 5-year loss runs and optional NPDB "Response to Self-Query" within twenty business days of receiving this letter to:

**Pennsylvania PRI  
111 East Shore Road  
Manhasset, NY 11030**

Thank you for your cooperation and please feel free to contact our office with any questions.

Very truly yours,

Nicole Lombardo  
Senior Vice President  
Physicians Reciprocal Managers, Inc.  
Attorney-in-Fact for  
Pennsylvania Physicians' Reciprocal Insurers  
Enclosures: NL/jp