

RISK MANAGEMENT ACTION PLAN (RMAP)

Client Name



Period: Month 200X - 200X

Risk Mgt Program	Action Item	Responsible Party	Target Date	Status	Comments
Baseline Assessment	1 <u>(Risk Control / Claims Baseline Assessment)</u>				
	a Physical Baseline Risk Assessment	CRS	ASAP	Completed	Physical walk throughfo locs 1 & 2
	b Review of Current Programs	CRS	ASAP	Completed	Review Current SOPs
	c Review Company Safety Policy Statement	CRS	ASAP	Completed	Review the company's safety policy statement
Analytics	1 <u>Performance Reports</u>				
	a. Provide Loss Runs - All lines	Client	1 week	In Process	Waiting on client to provide loss runs
	b. Review Loss Runs - All Lines	CRS	2 weeks	Open	
	c.Prepare Top Loss Driver Report d Prepare Injury Frequency Rates	CRS	2 Weeks	Open	
		CRS	2 Weeks	Open	
	e Prepare SIC Benchmark Report	CRS	2 Weeks	Open	
	f Create Mod Analysis	CRS	3 weeks	Open	
	g Present Findings	CRS	1 Month	Open	
Risk Control	1 <u>Retrun to Work Program</u>				
	a Present new company policy	CRS	ASAP	Open	
	b Create and administer training video to team	CRS and Client	ASAP	Open	
	c Draft Template letter to treating physician	CRS	ASAP	Completed	

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d Draft Template offer letter for injured ee

CRS

ASAP

Completed

2 Program Name

a Enter action item

b Enter action item

c Enter action item

3 Program Name

a Enter action item

b Enter action item

c Enter action item

d Enter action item

e Enter action item

4 Program Name

a Enter action item

b Enter action item

c Enter action item

5 Program Name

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	a Enter action item	_____	_____	_____	_____
	b Enter action item	_____	_____	_____	_____
	c Enter action item	_____	_____	_____	_____
Claims Mgt.	1 <u>Initial Claims Audit</u>				
	a Initial Claims Review	_____	_____	_____	_____
	b Claims Review Q2	_____	_____	_____	_____
	c Claims Review Q3	_____	_____	_____	_____
	d Claims Review Q4	_____	_____	_____	_____
	2 <u>Carrier Service Instructions & Claim Reporting Procedures</u>				
	a Create Quick Claims Guide	CRS	ASAP	Completed	_____
	b Create "Responsibilities in the Event of a Claim"	CRS	ASAP	Completed	_____
	3 <u>Claim Oversight Reports</u>				
	a Loss Runs VAO Q 1	CRS & Client	End of Q1	Open	Client provides historical, CRS provides current
	b Loss Runs VAO Q2	CRS & Client	End of Q2	Open	Client provides historical, CRS provides current
	c Loss Runs VAO Q3	CRS & Client	End of Q3	Open	Client provides historical, CRS provides current

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Risk Mgt Program	Action Item	Responsible Party	Target Date	Status	Comments
	d Loss Runs VAO Q4	CRS & Client	End of Q4	Open	Client provides historical, CRS provides current