<table>
<thead>
<tr>
<th>Unit</th>
<th>Study Outline</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Unit 1</strong></td>
<td>Principles of Insurance (2% of test) - 1 question</td>
</tr>
<tr>
<td></td>
<td>Risk</td>
</tr>
<tr>
<td></td>
<td>Managing Risk</td>
</tr>
<tr>
<td></td>
<td>Law of Large Numbers</td>
</tr>
<tr>
<td></td>
<td>Elements of Insurability</td>
</tr>
<tr>
<td></td>
<td>Other Insurance Terms</td>
</tr>
<tr>
<td><strong>Unit 2</strong></td>
<td>The Insurance Contract (2% of test) - 1 question</td>
</tr>
<tr>
<td></td>
<td>Elements of a Valid Contract</td>
</tr>
<tr>
<td></td>
<td>Characteristics of an Insurance Contract</td>
</tr>
<tr>
<td></td>
<td>Parts of the Insurance Contract</td>
</tr>
<tr>
<td><strong>Unit 4</strong></td>
<td>The Insurance Transaction (2% of test) – 1 question</td>
</tr>
<tr>
<td></td>
<td>Misrepresentation, Concealment, and Fraud</td>
</tr>
<tr>
<td></td>
<td>Representations and Warranties</td>
</tr>
<tr>
<td></td>
<td>Waiver and Estoppel</td>
</tr>
<tr>
<td><strong>Unit 5</strong></td>
<td>Introduction to Property Insurance (2% of your test) – 1 question</td>
</tr>
<tr>
<td></td>
<td>Standardized Policies</td>
</tr>
<tr>
<td></td>
<td>Declarations</td>
</tr>
<tr>
<td></td>
<td>Insuring Agreement</td>
</tr>
<tr>
<td></td>
<td>Exclusions and Limitations</td>
</tr>
<tr>
<td></td>
<td>Conditions</td>
</tr>
<tr>
<td><strong>Unit 6</strong></td>
<td>Introduction to Liability Insurance (4% of test) - 2 questions</td>
</tr>
<tr>
<td></td>
<td>Liability Losses</td>
</tr>
<tr>
<td></td>
<td>Negligence</td>
</tr>
<tr>
<td></td>
<td>Defenses Against Negligence</td>
</tr>
<tr>
<td></td>
<td>Absolute Liability</td>
</tr>
<tr>
<td></td>
<td>Vicarious Liability</td>
</tr>
<tr>
<td></td>
<td>Liability Insurance</td>
</tr>
<tr>
<td><strong>Unit 7</strong></td>
<td>Dwelling Insurance (2% of your test) – 1 question</td>
</tr>
<tr>
<td></td>
<td>The Dwelling Policy</td>
</tr>
<tr>
<td></td>
<td>Basic Form (DP-1)</td>
</tr>
<tr>
<td></td>
<td>Broad Form (DP-2) and Special Form (DP-3)</td>
</tr>
<tr>
<td><strong>Unit 8</strong></td>
<td>Homeowners Insurance (12% of test) - 6 questions</td>
</tr>
<tr>
<td></td>
<td>The Homeowners Policy</td>
</tr>
<tr>
<td></td>
<td>Section I–Property</td>
</tr>
<tr>
<td></td>
<td>Section II - Liability</td>
</tr>
<tr>
<td></td>
<td>Homeowners Endorsements</td>
</tr>
</tbody>
</table>
Unit 9  Personal Auto Insurance (10% of test) – 5 questions
Definitions
Part A - Liability Coverage
Part B - Medical Payments Coverage
Part C - Uninsured Motorists Coverage
Part D - Coverage for Damage to Your Auto
Parts E and F - Conditions
Underinsured Motorists Coverage
Personal Auto Policy Endorsements
No Fault Insurance

Unit 10  Miscellaneous Personal Insurance (4% of test) - 2 questions
Flood Insurance
Earthquake Insurance
Mobile Home Insurance
Personal Inland Marine Insurance
Personal Watercraft Insurance
Personal Umbrella Insurance
FAIR Plans

Unit 11  The Commercial Package Policy (2% of test) – 1 question
Eligible Coverages
Common Policy Declarations
Common Policy Conditions

Unit 12  The Businessowners Policy (2% of test) - 1 question
Eligibility, Policy Organization
Property Coverage
Liability and Medical Expenses Coverage
Conditions
Endorsements

Unit 13  Commercial Property Insurance (2% of test) - 1 question
Commercial Property Coverage Part
Building and Personal Property Coverage Form
Builders Risk Coverage Form
Condominium Coverage Forms
Business Income Coverage Forms
Causes of Loss Forms
Endorsements

Unit 15  Commercial General Liability Insurance (4% of test) - 2 questions
Business Liability Exposures
Commercial General Liability Coverage Part
Occurrence and Claims-Made Forms
Coverage A - Bodily Injury and Property Damage Liability
Coverage B - Personal and Advertising Injury Liability
Coverage A and B Supplementary Payments
Coverage C - Medical Payments
Who is an Insured
Limits of Insurance
Conditions
Other Commercial General Liability Coverage Forms and
Endorsements
Unit 17  
**Commercial Crime Insurance (2% of test) - 1 question**
- Types of Crime Forms
- Definitions
- Insuring Agreements and Endorsements
- Exclusions
- Conditions
- Fidelity Bonds

Unit 18  
**Workers’ Compensation (2% of test) - 1 question**
- Workers’ Compensation Laws
- Funding
- Workers’ Compensation and Employers Liability Policy
- Federal Workers’ Compensation Laws

Unit 19  
**Miscellaneous Commercial Insurance (2% of test) - 1 question**
- Farm Insurance
- Boiler and Machinery Insurance
- Aviation Insurance
- Professional Liability Insurance
- Employment Practices Liability Insurance
- Difference in Conditions Insurance
- Commercial Umbrella Insurance
- Surety Bonds

**CROP REFERENCES**

Crop-Hail Policy General Provisions 2011 - NCIS 3
Crop-Hail Insurance Kentucky Amendingry Endorsement 2009 - NCIS 3KY
Optional Fire and Lightning Coverage on Crops Planted in Small Grain Crop, Stubble or Residue 2007 – NCIS 457
Crop-Hail Policy Jacket 2010 - NCIS 5
Crop-Hail Policy Basic Form Special Provisions Kentucky 2007 - NCIS 616K
Crop-Hail Policy - Unharvested and Harvested Tobacco Form Special Provisions Kentucky 2005 - NCIS 641K
Common Crop Insurance Policy, Basic Provisions - Reinsured Version (11-BR)
FCIC 98-041 - Coarse Grains Crop Provisions
FCIC 09-CAT - Multiple Peril Catastrophic Risk Protection Endorsement

Crop-Hail (4% of test) – 2 questions
- Policy Provisions of Crop-Hail
- Crop-Hail Basic Policy Special Provisions Kentucky
- Kentucky Crop-Hail Endorsements
- Coverage Available Multiple Peril Crop Insurance (MPCI)
- Claim Settlement
CLAIM BASICS
Claims Continuing Education Course
Kaplan Financial Education
3rd Edition 2006

Adjuster Claims (14% of test) – 7 questions
Unit 1  The Claims Function
Unit 2  Claim Handling Skills
Unit 3  Claim Investigation
Unit 4  Claim Evaluation and Disposition
Unit 5  Ethical Issues in Claim Handling

KRS 342 and Guidebook to Workers’ Compensation Kentucky 2008

Workers’ Compensation (10% of test) – 5 questions
State Administration of Workers’ Compensation
Employer-Employee Relationship
Occupations Covered/Occupations Excluded
Which Employers Must Be Covered
Voluntary Coverage
Coverage Options
Compulsory vs. Elective
Who is an Employee
Officers/Sole Proprietors
Loaned/Leased Employees
Up-the-Ladder Doctrine
Compensable Injuries/Disease/Cumulative Trauma
Determining What is Compensable
Compensable Diseases
Cumulative Trauma Injuries
Types of Disability
Standards for Disability
Definitions
Special Defenses
Benefits Provided
When Benefits are Due; When Benefits End
Medical Benefits
Rehabilitation
Death Medical and Burial Benefit
Income Benefits (formulas)
Protection of Benefits from Creditors
Offsets (Social Security/Disability)
Black Lung (Pneumoconiosis) Provisions
Special Fund/Assessments
Claims Investigation and Handling
First Reports, Other Reporting to OWC
Statute of Limitations
Basis for Denial/Reduction
Indemnity and Subrogation
Wrongful Discharge/ADA Provisions
Parts of Policy
Coverages
Exclusions
Endorsements
Kentucky Law (16% of test) – 8 questions
Scope, General Definitions, and Provisions KRS 304.1
Adjuster Licensing Applicable Laws
Definitions KRS 304.9-020
Change of Address KRS 304.9-200
License Renewal KRS 304.9-260
Continuing Education KRS 304.9-295
Adjuster’s License: Qualifications; Examination; Catastrophe
Adjustments KRS 304.9-430
Public Adjuster KRS 304.9-430(12)
Apprentice KRS 304.9-432
Suspension or Revocation of License KRS 304.9-440
Reporting of Criminal or Administrative Actions KRS 304.9-467
Prohibited Practices in Replacement or Repair of Automobile Glass;
Penalties KRS 304.9-470
Unfair Practices KRS 304.12-010
Unfair Claims Settlement Practices KRS 304.12-230; 806 KAR 12:095
Time of Payment of Claims KRS 304.12-235
Insurance Contract KRS 304.14
Motor Vehicle Insurance No-Fault KRS 304.39
Insurance Fraud KRS 304.47
Workers’ Compensation Unfair Claims Settlement 803 KAR 25:240