

**FIRST AMENDMENT TO THE
PROFESSIONAL SERVICES AGREEMENT**

This First Amendment (“First Amendment”) to Professional Services Agreement (“Agreement”) is dated this 1st day of **July, 2015**, and is by and between the **Board of Trustees of Community College District No. 508 County of Cook and State of Illinois** (“Institution”) and **Cannon Cochran Management Services, Inc.** (“Company”).

RECITALS

WHEREAS, Institution and Company entered into this Agreement pursuant to which Company agreed to provide Institution with Third Party Claims Administration (TPA) Services;

WHEREAS, the term of this Agreement began on July 1, 2012 and will expire on June 30, 2015;

WHEREAS, Institution and Company desire to amend the Agreement in accordance with the terms and conditions of this First Amendment; and

WHEREAS, Institution and Company desire to amend the Agreement to extend the term of the Agreement to **June 30, 2016**, in accordance with the terms and conditions of this Amendment as follows:

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and recitals set forth herein and for other good and valuable consideration, the sufficiency of which the parties hereby acknowledge, the parties agree as follows:

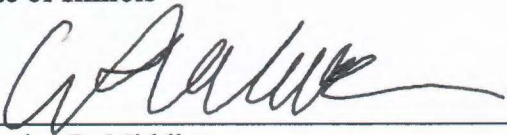
1. The Agreement is hereby renewed for an additional one year period, beginning **July 1, 2015**, and ending **June 30, 2016** (“Renewal Term”).
2. Section B.2 (i) “Monthly Escrow” is hereby amended as follows: Pursuant to the annual review and by mutual agreement of the parties, for the Renewal Term beginning July 1, 2015 and ending June 30, 2016, the monthly Escrow Deposit shall be in the principal amount of \$70,000 (Seventy-Thousand Dollars and 00/100) for a total principal amount not to exceed \$840,000.00 (Eight-Hundred and Forty Thousand Dollars and 00/100).
3. Exhibits A through I are hereby amended, replaced and attached to this 2nd Amendment to the Agreement.
4. Except as amended hereby, the Agreement is hereby ratified and confirmed and shall continue in full force and effect.

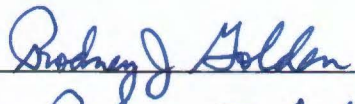
- 5. This Amendment may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.
- 6. This Amendment shall be effective on the last date of signature.

IN WITNESS WHEREOF, the parties hereunder have executed this First Amendment to Agreement on the date first above written.

Board of Trustees of Community College District No. 508, County of Cook and State of Illinois

Cannon Cochran Management Services, Inc.

By: 
Charles R. Middleton
Board Chair

By: 
Name: Rodney J Golden

Title: CDO

Date: 8/10/2015

Date: 8/19/15

APPROVED AS TO LEGAL FORM:

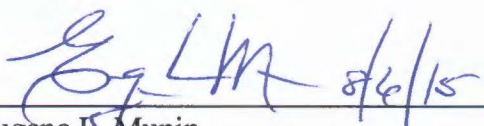
By:  8/6/15
Eugene D. Munin
General Counsel

EXHIBIT A

SCHEDULE OF REPORTS

<u>Report</u>	<u>Frequency</u>
Bank Account Balance Report	Monthly
Check Register by Association	Monthly
Late Claim Reporting Report	Monthly
Claim Status Report	Monthly
Claim Detail Report	Client Access
Portfolio Report by Claim Type	Client Access
Claim Summary Text Report	Client Access
Claim Financial Summary Report	Client Access
Adjuster Claim Notes	Client Access
Litigation Report	Client Access
Claim Transaction Detail Report	Client Access
OSHA Reports by Client Colleges	Client Access
Medical Bill Review & PPO Savings Report	Monthly
Illinois Workers' Compensation Commission Report	Semi-Annual
Initial Claim Report	Client Access
Historical Claim Data Report	Upon Request
Claim Review Reports conducted with Client	Quarterly
Attorney Panel Litigation Performance Report	Quarterly
US Department of Health & Human Services, CMS	Quarterly
Excess Insurance Carrier	Periodic

EXHIBIT B

SCHEDULE OF ADDITIONAL RISK MANAGEMENT SERVICES

Telephonic Nurse Case Management (CCMSI)

- Average Market Rate - \$85 per hour

On-Site Nurse Case Management (WBE)

- \$85 per hour
- Average billable hours for 3-month rehabilitation = 20 hours

Pre-certification of Hospital Stays and Physical Medicine

- Pre-certifications - \$85 per hour
- Inpatient review - \$85 per hour (includes up to two concurrent reviews.)
- Continued stay/Concurrent review - \$85 per hour
- Outpatient review - \$85 per hour

File Review/Retrospective Utilization Review

- Nurse - \$100 per hour
- M.D. - \$200 per hour billed in 15 minute increments

Usual and Customary Bill Review

- 33% of savings if all bills routed through comp mc TM (\$1.35/line or \$9.00 flat fee if not routed through comp mc TM)

Surveillance

- Intrastate and Interstate - \$675 per day

Ad Hoc Reporting Requests

- Fee - \$75 per hour

Legal Representation

- CCMSI assigns with consent of CCC. Market Rate Average - \$150 per hour

EXHIBIT C

SCHEDULE OF LOSS CONTROL SERVICES

Loss Control

- Fee - \$100 per hour
- Assignments shall be made at the request of the Client
- Whenever possible these assignments shall be directed to Paradigm Risk Management. This partner, selected by a RFP process and by mutual agreement of CCMSI and CCC shall serve as the MBE partner delivering said service.
- Client reserves the right to select additional external partners with CCMSI consensus to deliver services outside the realm of expertise.

EXHIBIT D

Schedule of Managed Care Services

On-Site Nurse Case Management

- Rehabilitation Consultants of Chicago, Inc. selected by RFP process and by mutual agreement of CCMSI and CCC shall serve as the WBE partner delivering said service
- \$85 per hour
- Average billable hours for 3-month rehabilitation equals 20 hours

EXHIBIT E

FEE AND PAYMENT SCHEDULE

Annual Administration Fee \$53,568

Services Include:

- Manage all aspects of transition
- Deliver and discuss written contract
- Coordinate data and physical file transfers
- Execute new client set-up on computer, e.g., hierarchies
- Establish banking/funding protocols
- Deliver monthly reporting needs
- Coordinate ICE system training
- Serve as primary contact for administrative/technical questions
- Memorialize all handling standards in Client Service Instructions
- Orchestrate Claim Reviews and Stewardship Meetings
- Facilitate audit requests
- Manage billing process
- Assist in state or regulatory filings
- Issue 1099's for vendors
- Deliver PPO/Bill review Savings Report
- Interact with CCC broker to provide insight and support
- Provide other services as CCC deems necessary

Summary of Minimum Fee Based on Projected Losses (Bundled Adjusting Fees) \$53,568

• Workers' Compensation	Lost Time & Med Only	\$33,430
• General Liability	Bodily Injury & Property Damage	\$10,070
• Student Athlete	Medical Only	\$ 5,035
• Student Accident Health	Investigation	\$ 5,033

System Access (2 users included in Flat Fee, additional at \$250 per User) (\$ 1,500)

TOTAL ESTIMATED ANNUAL FEES..... \$ 53,568

Note:

1. PPO/Medical Bill Review savings are paid as an Allocated Loss Adjustment Expense. CCC realizes 67% of savings. CCMSI is paid 33% of savings.
2. CCMSI shall issue an Invoice for the Escrow Deposit on the First Day of each Month.
3. CCMSI shall issue an Invoice for Administrative Services on the Last Day of each Month.
4. City Colleges of Chicago reserves the right to remit a flat monthly fee in the initial amount of Four Thousand Four Hundred Sixty Four Dollars and 00/100 (\$4,464) for services based upon the anticipated annual claim volume. The parties shall adjust the monthly payment as required based upon an annual review of claim volume with the exercise of Renewal at Year 4 and Year 5. Upon annual reconciliation revenues or refunds due CCMSI or CCC shall be applied in the form of credit.
5. The above referenced reconciliation has been completed and the Annual Fee for the period of July 1, 2015 through June 30, 2016 shall continue in the principal amount of \$53,568 payable monthly in the amount of \$4,464.

32728

EXHIBIT F

SETTLEMENT AUTHORITY REQUEST

CITY COLLEGES OF CHICAGO WORKERS' COMPENSATION SETTLEMENT AUTHORITY REQUEST		
DATE:	CASE NUMBER:	
NAME:		
COLLEGE:		
DATE OF ACCIDENT:	SSN:	DOB:
DEMAND: \$		
PETITIONER ATTORNEY:		
AMOUNT APPROVED: \$	AUTHORITY EXPIRATION DATE:	
CCC ATTORNEY:		
ATTORNEY RECOMMENDATION MUST BE ATTACHED		
NATURE OF INJURY:		
Q-DEX REFERENCES:	1.	2.
3.	4.	5.
COMMENTS:		
AWW: \$	TTD RATE: \$	PPD RATE: \$
EXPENDITURES TO DATE:	TTD: \$	MEDS: \$
IME: \$	OSCM: \$	ADMIN: \$
LEGAL: \$	OTHER: \$	TOTAL: \$
ADJUSTER SIGNATURE		DATE:
DIRECTOR OF RISK MGMT. SIGNATURE		DATE:
CCC STAFF ATTORNEY SIGNATURE		DATE:

Exhibit G

DISTRICT COMMERCIAL INSURANCE POLICIES November 15, 2014 – November 15, 2015	
WORKERS' COMPENSATION	
Policy Period	11/15/14 – 11/15/15
Policy Number	SP4049857
Carrier	Safety National
Limits	Statutory
Deductible	\$600,000 SIR
GENERAL LIABILITY	
Policy Period	11/15/14 – 11/15/15
Policy Number	BLX201400175400
Carrier	United Educators
Limits	\$3,000,000 aggregate limit / \$750,000 occurrence
Deductible	\$250,000
EXCESS LIABILITY	
Policy Period	11/15/14 – 11/15/15
Policy Number	GLX201400175400
Carrier	United Educators
Limits	\$15,000,000 limit
Deductible	\$1,000,000
STUDENT ATHLETE INJURY	
Policy Period	11/15/14 – 11/15/15
Policy Number	COSC – 50563 - 595
Carrier	AXIS Insurance Company
Limits	\$5,000,000 / \$10,000 accidental death benefit
Deductible	N/A
STUDENT ACCIDENT HEALTH	
Policy Period	11/15/14 – 11/15/15
Policy Number	COSC – 50563 - 595
Carrier	AXIS Insurance Company
Limits	\$10,000
Deductible	N/A

revised 7/24/15

Exhibit H
(page 1 of 5)

Claim Reporting (all matters) – District Administration	
<p>Ralph G. Passarelli Director of Risk Management City Colleges of Chicago 226 W. Jackson Blvd. Room 1024 Chicago, IL 60606 Tel: 312-553-3276 Fax: 312-553-2927 E-mail: rpasarelli@ccc.edu</p>	<p>Eugene Munin General Counsel City Colleges of Chicago 226 W. Jackson Blvd. Floor 14 Chicago, IL 60606 Tel: 312-553-2724 Fax: 312-553-2539 E-mail: emunin@ccc.edu</p>
<p>Shawn Burnett-Whitaker Deputy General Counsel City Colleges of Chicago 226 W. Jackson Blvd. Floor 10 Chicago, IL 60606 Tel: 312-553-2899 Fax: 312-553-2539 E-mail: sburnett-whitaker@ccc.edu</p>	<p>Atonio Littleton Associate General Counsel City Colleges of Chicago 226 W. Jackson Blvd. Floor 14 Chicago, IL 60606 Tel: 312-553-2543 Fax: 312-553-2539 E-mail: alittleton1@ccc.edu</p>
<p>Michelle Crawley Paralegal City Colleges of Chicago 226 W. Jackson Blvd. Floor 14 Chicago, IL 60606 Tel: 312-553-2536 Fax: 312-553-2539 E-mail: mcrawley1@ccc.edu</p>	<p>Donna Sacco Assistant to the General Counsel City Colleges of Chicago 226 W. Jackson Blvd. Floor 14 Chicago, IL 60606 Tel: 312-553-2538 Fax: 312-553-2539 E-mail: dsacco@ccc.edu</p>

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Exhibit H
(page 2 of 5)

Workers' Compensation Claims – Human Resources Administrators	
<p>Elinore Moore Human Resources Administrator Richard J. Daley College 7500 South Pulaski Road Chicago, IL 60652 Tel: 773-838-7528 Fax: 773-838-7529 E-mail: emoore20@ccc.edu</p>	<p>Michael Roberts Human Resources Administrator Harry S. Truman College 1145 West Wilson Chicago, IL 60640 Tel: 773-907-4462 Fax: 773-907-8804 E-mail: mroberts39@ccc.edu</p>
<p>Araceli Cabrales Human Resources Administrator Kennedy-King College 6301 S. Halsted Street Chicago, IL 60021 Tel: 773-602-5365 Fax: 773-602-5103 E-mail: acabrales@ccc.edu</p>	<p>VACANT Human Resource Administrator Harold Washington College 30 East Lake Street Chicago, IL 60601 Tel: 312-553-5654 Fax: 312-553-5645 E-mail:</p>
<p>Stanley Beamon Human Resources Administrator Malcolm X College 1900 West Van Buren Chicago, IL 60012 Tel: 312-850-7038 Fax: 312-850-7089 E-mail: sbeamon@ccc.edu</p>	<p>Griselda Silva Human Resources Administrator Wilbur Wright College 4300 North Narragansett Chicago, IL 60634 Tel: 773-481-8186 Fax: 773-481-8185 E-mail: gsilva24@ccc.edu</p>
<p>Latasha Larry Human Resources Administrator Olive-Harvey College 10001 South Woodlawn Chicago, IL 60628 Tel: 773-291-6210 Fax: 773-291-6563 E-mail: llarry4@ccc.edu</p>	<p>Sharon Prayor Human Resource Administrator City Colleges of Chicago 226 W. Jackson Blvd. Chicago, IL 60606 Tel: 312-553-2874 Fax: 312-553-2701 E-mail: sprayor@ccc.edu</p>

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Exhibit H
(page 3 of 5)

General Liability Claims – Directors of Security	
<p>Ronald Martin Director of Security Richard J. Daley College 7500 South Pulaski Road Chicago, IL 60652 Tel: 773-838-7607 E-mail: rmartin1@ccc.edu</p>	<p>Andres Durbak Director of Security Harry S. Truman College 1145 West Wilson Chicago, IL 60640 Tel: 773-907-4708 E-mail: adurbak@ccc.edu</p>
<p>Hershey Norise Director of Security Kennedy-King College 6301 S. Halsted Street Chicago, IL 60021 Tel: 773-602-5484 E-mail: hnorise@ccc.edu</p>	<p>Milton Owens Director of Security Harold Washington College 30 East Lake Street Chicago, IL 60601 Tel: 312-553-5698 E-mail: mowens63@ccc.edu</p>
<p>Mike Hunter Director of Security Malcolm X College 1900 West Van Buren Chicago, IL 60012 Tel: 312-850-7169 E-mail: mhunter1@ccc.edu</p>	<p>Jack Murphy Director of Security Wilbur Wright College 4300 North Narragansett Chicago, IL 60634 Tel: 773-481-8911 E-mail: jmurphy@ccc.edu</p>
<p>Louis Torres Director of Security Olive-Harvey College 10001 South Woodlawn Chicago, IL 60628 Tel: 773-291-6245 E-mail: ltorres57@ccc.edu</p>	<p>Peter Fegan Director of Security City Colleges of Chicago 226 W. Jackson Blvd. Chicago, IL 60606 Tel: 312-553-2587 E-mail: pfegan@ccc.edu</p>

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Exhibit H
(page 4 of 5)

Athletic Injury Claims – Athletic Directors	
<p>Erin Sullivan Director of Athletics Richard J. Daley College 7500 S. Pulaski Road Chicago, IL 60652 Tel: 773-838-7582 Fax: 773-838-7424 E-mail: esullivan16@ccc.edu</p>	<p>Rodell Davis Director of Athletics Kennedy-King College 6301 S. Halsted Street Chicago, IL 60021 Tel: 773-602-5118 Fax: 773-602- 5120 E-mail: rdavis221@ccc.edu</p>
<p>VACANT Director of Athletics Malcolm X College 1900 West Van Buren Chicago, IL 60012 Tel: 312-850-7884 Fax: 312-850-7160 E-mail:</p>	<p>James Cooper Director of Athletics Olive-Harvey College 10001 South Woodlawn Chicago, IL 60628 Tel: 773-291-6536 Fax: 773-291-6368 E-mail: jcooper53@ccc.edu</p>
<p>Alison Guengerich Director of Athletics Harry S. Truman College 1145 W. Wilson Avenue Chicago, IL 60645 Tel: 773-907-4445 Fax: 773-907-3872 E-mail: aguengerich1@ccc.edu</p>	<p>John McDonnell Director of Athletics Wilbur Wright College 4300 North Narragansett Chicago, IL 60634 Tel: 773-481-8253 Fax: 773-481-8441 E-mail: jmcdonnell@ccc.edu</p>

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Exhibit H
(page 5 of 5)

Student Accident Health Claims – Deans of Student Services	
<p>Eduardo Garza Dean of Student Services Richard J. Daley College 7500 S. Pulaski Road Chicago, IL 60652 Tel: 773-838-7583 E-mail: egarza20@ccc.edu</p>	<p>Wendell Blair Dean of Student Services Harold Washington College 30 E. Lake Street Chicago, IL 60601 Tel: 312-553-5662 E-mail: wblair@ccc.edu</p>
<p>Isaac Zuniga Dean of Student Services Kennedy-King College 6301 S. Halsted Street Chicago, IL 60021 Tel: 773-602-5499 E-mail: izuniga2@ccc.edu</p>	<p>Tasha Williams Dean of Student Services Malcolm X College 1900 West Van Buren Chicago, IL 60012 Tel: 312-850-7120 E-mail: tholmes@ccc.edu</p>
<p>Nicole Latimer-Williams Dean of Student Services Olive-Harvey College 10001 South Woodlawn Chicago, IL 60628 Tel: 773-291-6319 E-mail: nlatimer-williams@ccc.edu</p>	<p>VACANT Dean of Students Harry S. Truman College 1145 W. Wilson Avenue Chicago, IL 60645 Tel: 773-907-4755 E-mail:</p>
<p>Romell Murden Dean of Student Services Wilbur Wright College 4300 North Narragansett Chicago, IL 60634 Tel: 773-481-8451 E-mail: rmurden@ccc.edu</p>	
<p>Robert Barnett Dean of Students Dawson Technical Institute 3901 South State Street Chicago, IL 60609 773-451-2020 rbarnett7@ccc.edu</p>	<p>Kristopher Murray Dean of Students Washburne Culinary Institute 740 West 63rd Street Chicago, IL 60621 (773) 602-5137 kmurray25@ccc.edu</p>

revised 7/24/15

EXHIBIT I

CCMSI Client Service Instructions for City Colleges of Chicago		
Effective Date: July 1, 2015		
ACCOUNT INFORMATION (Revised 12/19/13)		
Client or Association Name	City Colleges of Chicago ('CCC')	
Association Number	#284- REPL SERVER	
Account Type	Stand-Alone CCC: Workers' Compensation, General Liability, Student Athletic Injury Program and Student Accident Health	
Federal I.D. #	36-2606236	
Team # Assigned	Chicago - 105	
CCMSI Executive	Bob Vansellow, Vice President 312/455-6481	
Account Manager	Steve Varzino 312/455-5124	
Account Supervisors	Workers Compensation	General Liability
	Cindy Memenga 312/455-6468	Jason Dyme 312-455-5114
	Student Athletic Injury	Student Accident Health Plan
	Cindy Memenga 312/455-6468	Cindy Memenga 312/455-6468
Claim Representatives	Workers' Compensation	General Liability
	Chuck Pawluk Sandra Ospina Vicky Finney (Med. only)	Kevin Small
	Student Athletic Injury	Student Accident Health
	Kevin Small Ivon Mendez	Kevin Small Ivon Mendez
Program Inception Date	November 1, 2004	

Program End Date	<p>June 30, 2015. Renewal Option exercised 7/1/15. New contract effective July 1, 2012 for a period of three years, with an option to extend for an additional two (1) year periods</p>
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CONTACT INFORMATION

Client Contact	<p>Ralph G. Passarelli Director of Risk Management</p>
Address	<p>City Colleges of Chicago 226 West Jackson Boulevard Chicago, IL 60606-6998</p>
Telephone	312-553-3276
Fax	312-553-2927
E-mail	rpassarelli@ccc.edu
Broker Contact	<p>Frank D. Cella, Senior Vice President Marsh, USA 540 West Madison Chicago, IL 60661 312-627-6082 frank.d.cella@marsh.com</p> <p>Kate Weisenberger Kenny Marsh, USA 540 West Madison Chicago, IL 60661 312-627-6524 kate.kenny@marsh.com</p>

CLAIM HANDLING PHILOSOPHY

City Colleges of Chicago (CCC) consists of a District Office, seven colleges, satellite locations and learning centers throughout the City of Chicago. Approximately 160,000 students attend the various locations. A total of 6,664 employees deliver teaching and operational services to these students. CCMSI shall investigate and adjudicate claims in the following areas: Workers' Compensation (WC); General Liability (GL), Student Athletic Injury Program (SAIP) and the Student Accident Health Plan (SAHP). The SAIP shall be treated as the equivalent of a medical only claim in worker's compensation, without the lost wages or permanency elements. The SAHP shall be treated as an investigation claim without payments made by CCMSI or the creation of Reserves.

CCC seeks effective claim management that results in the containment of costs, constructive communication and coordination with all interested and affected parties, education of its employees and the maintenance of adequate reserves. CCMSI should promptly initiate investigations and determine liability and/or compensability to minimize litigation and losses. All efforts should be made to reduce expenses and to simplify the complexity of the program administration. CCMSI shall establish practical, measurable and attainable standards against which the effectiveness of the program can be evaluated. CCMSI maintains a comprehensive claim and management reporting system in place to track data, i.e. iCE.

To comply with the above, claim handling should be in accordance with CCMSI's **Corporate Claims Handling** criteria.

FIRST NOTICE OF LOSS

CCC submits all claims via direct input to iCE. CCC personnel reporting work comp losses may call (312) 455-1612. Route all calls to Support Staff. If a claim is called and input to iCE by CCMSI Staff, notification to the Director of Risk Management must be provided via e-mail transmission advising of the claim.

Route WC, SAIP & SAHP to Cindy Memenga for review and assignment to the appropriate claim personnel. Route GL claims to Steve Varzino for review and assignment.

The Chicago office assists CCC in the preparation of any documents or reports to be filed with the Illinois Industrial Commission and the Illinois Department of Insurance or with any other governmental agency.

CCC POINTS OF CONTACT

- Workers' Compensation – CCC Human Resources Administrators
- General Liability - CCC Security Directors.
- Student Athlete – CCC Athletic Directors
- Student Accident Health Plan – CCC Deans of Student Services

Lists of these contacts are captured in Exhibit 2.

INVESTIGATION

WC; SAIP: Establish three point contact (employee, medical care provider and appropriate manager) within 48 hours of receipt of a lost time or medical only claim.

GL: Establish contact with the claimant/counsel, witnesses and appropriate manager within 48 hours of receipt of a claim. Claims are to be promptly and aggressively investigated for liability and/or

compensability.

SAHP: Establish three point contact (Student, Dean, Witness or Site Coordinator).

CCMSI conducts as much of the investigation as possible to keep allocated loss expenses and legal fees to a minimum. CCMSI should utilize staff at the CCC's locations to assist with investigations when appropriate. Where warranted, CCMSI shall secure all applicable police or fire reports, medical records and photographs. Outside investigators will be utilized on an as needed basis.

WAGE HISTORIES & RTW DATES

Contact the Director of Risk Management via e-mail to request a spreadsheet reflecting gross wages for the 52 week period preceding the Date of Accident. The Director in turn shall submit the request to the District Payroll Office.

COMPENSABILITY & DENIALS

Discuss the denial of any claim with Director of Risk Management. CCMSI must confirm authority to issue denial in writing, preferably in an e-mail that can be attached to the file's notes in Toolbar.

SUBROGATION

CCMSI must consult with Director of Risk Management or CCC's Legal Department before pursuing subrogation against a third party.

COVERAGE

CCC maintains a \$600,000 self-insured retention for workers compensation claims, with excess insurance placed beyond that threshold. The GL policy carries a \$250,000 self-insured retention; there is excess coverage above this limit. SAIP claims are subject to a \$25,000 deductible; an excess policy sits above this level. SAHP Claims provide first dollar coverage. See **Exhibit 1** for a list of the various carriers and retention limits. CCMSI is responsible for notifying the excess carrier of any loss that falls within their reporting criteria. CCMSI must notify CCC's Risk Management and Legal Departments of any potential coverage issues regarding losses filed against it.

RTW & TTD PAYMENTS

CCC would like injured employees to return to work as quickly and reasonably as possible. TTD payments should be sent directly to the claimant. The CCC Office of Risk Management stresses the importance of issuing timely TTD checks. Prior to initiating TTD Benefits, the Adjuster must confirm the current payroll status of the Claimant with the College's Human Resources Administrator.

LEGAL COUNSEL	
<p>CCC's legal department consists of 9 in-house attorneys, who litigate cases. Counsel has complete control over whether to handle the case in-house or assign a file to one of several approved panel firms. Only firms on the panel list are eligible for assignments. These include:</p>	
<ul style="list-style-type: none"> • Nyhan, Bambrick, Kinzie & Lowry • Power & Cronin • Leahy, Eisenberg & Fraenkel, LTD • Slavin & Slavin • Herb Holzman 	<ul style="list-style-type: none"> • Iman & Fitzgibbons • Freeborne & Peters • Franczek & Sullivan • Neal, Murdoch & LeRoy • Garner, Carton & Douglas
RESERVING AUTHORITY	
<p>Reserve for probable outcome. CCMSI need not consult with CCC Risk Management department prior to establishing a Reserve. Pay particular attention to cases that exceed 50% of CCC's SIR levels or involve serious injuries. Excess Carrier MUST be notified by CCMSI of such losses.</p>	
SETTLEMENT AUTHORITY	
<p>Up to \$5,000 on all cases. Authority must be sought from either the Director of Risk Management or Office of the General Counsel between \$5,000 and \$25,000. The full Board of Trustees meets once a month to approve significant settlements which may require a Special Appropriation above the Escrow Deposit resources.</p>	
EXPENSE AUTHORITY	
<p>No authority limit. Use common sense. If an expense payment exceeds \$5,000, consult with the supervisor about communicating these figures to CCC.</p>	
CHECK PRINTING	
<p>Checks will be issued out of the Danville office. Checks in excess of \$5,000 must bear two signatures.</p>	
OUTSIDE VENDORS	
<p>CCMSI has authority to select vendors of its choosing with the exception of the following:</p> <ul style="list-style-type: none"> • CCC Legal assigned Counsel Panel • Use Paradigm Risk Management (MBE) for consulting and analytical work • Use Rehabilitation Consultants of Chicago (WBE) for nurse case management 	
MANAGED CARE	
<p>Utilize CCMSI's designated managed care vendor. To that end, all bills must be routed through comp mc™. This includes any prescription drug charges and ancillary treatment such as chiropractic</p>	

sessions and physical therapy. In addition, CCC desires to take advantage of CCMSI's prescription card program, where possible. Forward quarterly reports to CCC summarizing all captured savings. Use MDM Dia Tri for diagnostic testing. CCMSI is free to select whomever CCMSI believes is the most appropriate party to perform independent medical examinations. CCMSI is required to consult with the Director of Risk Management before initiating an investigation to Global Options.

BANKING INFORMATION

CCMSI Escrow checks

Bank Name: Bank of America
Routing Number: 071000039 ACH
Routing Number: 026009593 Wire
Account Number: 8666622642
Account Name: CCMSI
Other Beneficiary Info: 1243 – City Colleges of Chicago

How will Escrow Account be funded? Monthly by CCC. And as may be required for large settlements and expenses that exceed monthly funding.

Checks: Printed in Danville.

Signing Authority: \$5000

Check Voiding/Stop Pays: CCMSI is responsible for issuing any stop pays or voiding any checks.

CLAIM FILE REPORTING

Upon request by the CCC, CCMSI will provide a written status report on designated claim files to Director of Risk Management. The reports must include current reserves, case strategies, short term and long-term goals, recommendations and future diary dates.

All Loss Runs are to be submitted to the CCC Office of Risk Management for review and approval on a monthly basis in an excel spreadsheet format via *iCE*, to the extent the Director of Risk Management requests a different interval.

CCMSI shall submit a monthly check register to Director of Risk Management by the fifth day of each month to enable and facilitate a reconciliation of CCMSI records with the bank's records.

CCC has the right to conduct audits of all claim files.

ATTORNEY'S LIEN LETTER & DEMAND LETTER

On occasion, CCC may receive correspondence from an Attorney registering an Attorney's Lien and/or making a Demand on behalf of a Claimant who has allegedly suffered Bodily Injury or Property Loss but has not filed a General Liability Claim with the Office of Risk Management. The Director of Risk Management shall issue correspondence to the Attorney acknowledging the letter, explaining the CCC process and seeking the completion of the CCC General Liability Claim form. The Director of Risk Management shall provide a copy of the correspondence to the CCC General Counsel and the appropriate CCMSI Claim Supervisors. The Campus Incident Report (if available) shall also be

provided to appropriate CCMSI Claim Supervisors. In turn, CCMSI Claim Supervisor shall create a file in the iCE Claim System and begin adjudicating the Claim.

MISCELLANEOUS

STEWARDSHIP MEETINGS: The meetings will be held quarterly and will address pending issues and review the success of plans of action developed to address same.

BILLING: Billing will be issued on a monthly basis, in arrears. All bills should be submitted to Director of Risk Management for processing.

CLOSED FILES: Maintain for 7 years after the month of closure, or as long as necessary to protect the applicable statute of limitations, whichever is longer. It is the sole responsibility of CCC to advise CCMSI if files are to be destroyed or returned to CCC while CCMSI has possession of these documents.

City Colleges of Chicago CLAIM CONTACTS

ACCOUNT MANAGER

Contact: Steve Varzino
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SUPERVISOR: WORK COMP CLAIMS, STUDENT ATHLETE INJURY CLAIMS & SAHP CLAIMS

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SUPERVISOR: GENERAL LIABILITY CLAIMS

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