

Terms of Reference: Claims Review Committee

These Terms of Reference should be read in conjunction with the *Law Society Act, 1999*, the Law Society Rules, and any Bencher policies relating to Committees.

Claims Review Committee – Terms of Reference	
Type	CLIA Requirement
Mandate	<ul style="list-style-type: none"> • Review and process all insurance claims.
Responsibilities	<ul style="list-style-type: none"> • Review collectively and analyze reports of all claims; • Assist the Adjuster and the Insurance Administrator in the establishment of reserves; • Approve, with a quorum of Committee members of no less than 2, and where practicable to do so, any payment in excess of \$35,000 resulting in the resolution of a claim; • Review and analyze for the purpose of recommending the pursuit or settlement of any claim where the Insurance Programme has a subrogated interest in excess of \$35,000; • Develop, recommend and implement policies with respect to the management of claims; • Provide oversight and advice to the Executive Director with respect to the collection of deductibles; and • Approve the resolution of any claim where the Insurance Programme has acquired or will acquire a propriety interest in real or personal property and the subsequent disposition of that property.
Composition	<ul style="list-style-type: none"> • Insurance and Risk Manager (who shall serve as the Chair); • Counsel for the Insurance Programme; • Insurance Adjuster; and • 1 Elected Bencher, when required.