

## medTRANS New Member Document Checklist

| Engagement Date |              | Document   |
|-----------------|--------------|--|
|                 | Source       | Captive  |
|                 | Captive Mgmt | Business Plan of medTRANS Insurance  |
|                 | Captive Mgmt | Feasibility Study of medTRANS Insurance  |
|                 | Captive Mgmt | medTRANS Participation Agreement   |
|                 | Captive Mgmt | Latest version of medTRANS Bylaws  |
|                 | Captive Mgmt | Cell Captive's Bylaws  |
|                 | Captive Mgmt | Latest version of medTRANS Retrocession Agreement between cell(s) of new member and medTRANS               |
|                 | Captive Mgmt | "New Member's" Business Plan as submitted to NCDOJ   |
|                 | Captive Mgmt | "New Member's" Actuarial Feasibility Statement as submitted to NCDOJ                                       |
|                 | Captive Mgmt | Stop Loss Policy   |
|                 | Captive Mgmt | medTRANS Excess coverage policy  |
|                 | Captive Mgmt | Latest audited financials  |
|                 | Captive Mgmt | Most recent Board of Directors meeting Minutes   |
|                 | Source       | Health Plan  |
|                 | Member       | Business Associate Agreement: Member to HPSP, HIPAA  |
|                 | Member       | Business Associate Agreement: Member to Captive Mgmt, HIPAA  |
|                 | HPSP         | Health Plan Service Agreement  |
|                 | HPSP         | Health Plan Service Agreement Exhibit A & B  |
|                 | TPA          | Third Party Administrator service agreement  |
|                 | PBM          | medTRANS group PBM Agreement   |
|                 | Rx review    | APM Client Business Svc Agreement  |
|                 |              | Dental Network Service Agreement ( <i>may not be applicable</i> )  |
|                 | TPA          | Health Plan Document   |
|                 | TPA          | Summary Plan descriptions  |
|                 |              | Abbreviation Index   |
|                 | Captive Mgmt | Captive Manager: Front Runner Captive Manager  |
|                 | HPSP         | Health plan service provider, i.e. broker, consultant or other in a role to consult on health plan matters |
|                 | TPA          | Third party administrator  |
|                 | PBM          | Pharmacy benefits manager  |
|                 | Rx Review    | Accelerated Pharmacy Management  |