

**THE UNIVERSITY OF TEXAS  
SYSTEM**



**PROFESSIONAL  
MEDICAL LIABILITY  
BENEFIT PLAN  
  
HANDBOOK**

**FY 2023-2024**

This handbook summarizes coverage, exclusions, and responsibilities under The University of Texas System Professional Medical Liability Benefit Plan (Plan) and is to assist you in reporting incidents or claims. Coverage is subject to the terms, conditions, and limitations of the approved Plan and the interpretations thereof by the Board of Regents of The University of Texas System and/or the Plan Administrator.

All questions pertaining to the operation of the Plan should be referred to the Vice Chancellor and General Counsel (Administrator) or the Deputy Plan Administrator.

Daniel H. Sharphorn  
Vice Chancellor & General Counsel  
The University of Texas System  
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Assistant Vice Chancellor & Managing Counsel, *Ad Interim*  
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[bmckinley@utsystem.edu](mailto:bmckinley@utsystem.edu)

Requests for claims history reports for physicians and dentists should be sent to:

Health-Law Credentialing  
Office of General Counsel  
The University of Texas System  
[hlc@utsystem.edu](mailto:hlc@utsystem.edu)

Requests for claims history reports for health care professional staff members and faculty who are licensed, certified or registered to provide patient care is provided by the institution as it has in the past, prior to Plan enrollment.

## **PLAN LIAISONS**

Questions pertaining to participation in the Plan may be directed to the following Plan liaisons who function as the directors of professional liability/risk management of the respective institutions. All incidents, notices of health care liability claims, lawsuits, and professional board complaints should immediately be reported to the Plan liaison or designated risk manager.

### **The University of Texas at Arlington**

John Hall  
VP for Administration & Campus Operations  
P.O. Box 19119  
Arlington, TX 76019-0119  
(817) 272-2102 Fax (817) 272-5805

### **The University of Texas at Austin**

Timothy Boughal, J.D.  
Chief Health Care Risk & Compliance  
Officer  
Dean's Office  
1501 Red River  
Austin, TX 78713  
(512) 495-5501

Terrance Hines, M.D.  
Executive Director/Chief Medical Officer  
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Mail Code A3900  
Austin, TX 78713  
(512) 475-8415

### **The University of Texas at Dallas**

Timothy Shaw  
University Attorney  
Office of Administration, Room 2.412  
800 West Campbell Road, AD35  
Richardson, TX 75080  
(972) 883-5291

### **The University of Texas at Permian Basin**

Stacey Reynolds LCSW, DSW  
Director of Field Practice MSW  
College of Health Sciences and Human  
Performance, KIRK 1324  
4901 East University  
Odessa, TX 79762  
(432) 552-2319

Rebecca Spurlock PhD  
Senior Vice President for Student Affairs  
and Enrollment Management  
Division of Student Affairs and Enrollment  
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4901 East University  
Odessa, TX 79762  
(432) 552-2600

### **The University of Texas at El Paso**

Andrea Cortinas  
VP & Chief of Staff  
500 W. University Ave.  
El Paso, TX 79968  
(915) 747-5555

Priscilla M. Castillo  
Chief Legal Officer  
Legal Affairs, Room 403  
500 West University Avenue  
El Paso, TX 79968  
(915) 747-5056

### **The University of Texas at Rio Grande Valley**

Karen E. Adams, J.D.  
Chief Legal Officer  
2102 Treasure Hills Blvd  
Harlingen, TX 78550  
(956) 296-1416 (direct)

Joe A Galvan, JD, MBA  
Deputy Chief Legal Officer-Healthcare  
Office of Legal Affairs  
2102 Treasure Hills Blvd  
Harlingen, TX 78550  
(956) 296-1936 (direct)

### **The University of Texas at San Antonio**

Jason King  
Chief Legal Officer  
One UTSA Circle  
San Antonio, TX 78249  
(210) 458-4105

### **Stephen F. Austin State University**

Dr. Jeremy K. Higgins  
Director, Environmental Health,  
Safety & Risk Management  
P.O. Box 6113, SFA Station  
Nacogdoches, TX 75962  
(936) 468-4532

Erik Zantes Zepeta  
Safety Officer, Environmental Health  
Safety & Risk Management  
P.O. Box 6113, SFA Station  
Nacogdoches, TX 75962  
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## **PLAN LIAISONS cont...**

### **The University of Texas**

#### **Southwestern Medical Center**

Anne Lai Howard, J.D.  
Assistant Vice President & Deputy  
General Counsel - Medical Risk  
Management  
Office of Legal Affairs  
5323 Harry Hines Boulevard  
Dallas, TX 75390-9172  
(214) 648-6901

### **The University of Texas**

#### **Medical Branch at Galveston**

Carolanda Woodgett, J.D.  
Senior Vice President of Legal Affairs &  
Chief Legal Officer  
Office of Legal & Regulatory Affairs  
Suite 6.100 Administration Building  
301 University Boulevard  
Galveston, TX 77555-0124  
(409) 772-1904

Ruby Cherian, RN, J.D.  
Associate Vice President  
Office of Legal & Regulatory Affairs  
Department of Legal Affairs  
Suite 6.100 Administration Building  
301 University Boulevard  
Galveston, TX 77555-0124  
(409) 747-8738

### **The University of Texas**

#### **Health Science Center at Houston**

Melissa Pifko, J.D.  
SVP & Chief Legal Officer  
P.O. Box 20036  
7000 Fannin Street  
Houston, TX 77225-0036  
(713) 500-3268

Catherine R Thompson B.S.N., M.P.H.  
Healthcare Risk Manager  
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7000 Fannin Street  
Houston, TX 77225-0036  
(713) 500-3268

### **The University of Texas**

#### **Health Science Center at San Antonio**

Hailey Mullican, J.D.  
Vice President for Legal Affairs & Chief Legal  
Officer  
7703 Floyd Curl Drive  
San Antonio, TX 78229-3900  
(210) 567-2020

Alexa L. Moore  
Attorney, Healthcare Claims Management  
Office of Legal Affairs  
7703 Floyd Curl Drive, RM 130  
San Antonio, Texas 78229  
(210) 567-2019

### **The University of Texas**

#### **M. D. Anderson Cancer Center**

Daniel Gospin, J.D.  
VP / Chief Legal Officer  
Legal Services – Unit 1674  
P.O. Box 301407  
Houston, TX 77230-1407  
(713) 745-6633 Fax (713) 745-6029

Holly Rumbaugh, J.D.  
Managing Legal Officer  
Legal Services – Unit 1674  
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(713) 745-6633 Fax (713) 745-6029

### **The University of Texas**

#### **Health Science Center at Tyler**

Carl Baranowski,  
VP & Chief Legal Officer  
3900 University Blvd.  
Tyler, TX 75799  
(903) 565-6474

## **INTRODUCTION**

The University of Texas System Professional Medical Liability Benefit Plan (Plan) provides medical liability insurance for certain health care providers of The University of Texas System (System). This booklet contains general information regarding eligibility for coverage, covered claims, exclusions from coverage and limits of coverage.

## **ELIGIBILITY**

The Plan provides liability indemnity for medical liability claims to its participants, subject to the terms and conditions of the Plan as approved by the U.T. System Board of Regents. "Plan Participant" includes:

1. Staff physicians and dentists who are medical doctors, oral surgeons, oral pathologists, dentists, doctors of osteopathy, or podiatrists appointed to the faculty of an institution of the System, medical doctors employed in health services at and by a general academic institution of the System;
2. Residents and fellows enrolled in a residency program or fellowship at a U.T. medical or dental institution or school who are duly licensed, credentialed, and registered to practice their profession and participating in a patient-care program of the System;
3. Medical doctors, oral surgeons, oral pathologists, dentists, doctors of osteopathy, and podiatrists appointed to the faculty of a medical school or hospital of the System on a part-time or volunteer basis, and who either devote their total professional service to such appointments or provide services to patients by assignment from the department chairman. For purposes of the Plan, such persons are "Plan Participants" only when providing services to patients in conjunction with supervision of medical or dental students or residents by assignment from the department chairman and shall become Participants in the Plan only as provided in Article IV, Section 2;
4. Medical or dental students of a medical or dental school of the System and only when participating (with prior approval of such medical or dental school) in a patient-care program of a duly accredited medical or dental school under the direct supervision of a faculty member of the school conducting such program;
5. Medical doctors employed in student health services at an institution of the System;
6. Healthcare professional staff members and faculty who are licensed, certified or registered to provide patient care; and
7. System institutions against which a liability claim is made that arises from the treatment or lack of treatment by any of the above Plan Participants.

## **COVERED CLAIMS**

A “medical liability claim” is a claim or a cause of action alleging treatment or lack of treatment that departs from accepted standards of medical care which proximately results in the injury or death of a patient.

In order to qualify as a “covered claim” the medical liability claim must arise from the participant’s employment, official duties, or training with the System. Treatment rendered in the performance of these official duties must occur within the United States, its territories or possessions, or Canada. For “medical liability claims” arising from treatment rendered in any other foreign country, however, specific additional international coverage must have been purchased and specific conditions of participation must be met. Note: For international coverage, lawsuits must be filed in the United States.

“Disciplinary and Licensing Actions” which are covered include any disciplinary, licensing, or similar administrative proceeding brought against a participant by a Texas licensing or healthcare professional regulatory agency for the Participant’s profession or a Texas quality review or regulatory body that arises from professional services, except where a potential conflict of interest exists between the Participant and The University of Texas System or its institutions with regard to a potential or pending employment or administrative matter. In certain circumstances, out of state disciplinary proceedings may also be covered.

Coverage of participants for Disciplinary and Licensing Actions is limited to legal representation of the participant by an attorney in a proceeding brought against the participant by a Texas licensing or healthcare professional regulatory agency for the Participant’s profession or a Texas quality review or regulatory body that arises from a covered activity.

Coverage provided by the Plan is on an occurrence basis, meaning that a participant is covered for all claims and lawsuits that arise from treatment related to the participant’s employment, official duties, or training with the System, regardless of when the claim or lawsuit is filed.

## **EXCLUSIONS FROM COVERAGE**

**A complete list of exclusions is contained in the Plan document maintained by the Plan Administrator. The following is a partial list of coverage exclusions for medical liability claims as well as disciplinary and licensing actions:**

1. Injury arising out of any illegal, dishonest, fraudulent, criminal or malicious act or omission;
2. Any claim or lawsuit based upon the violation of a state or federal law;
3. Injury arising out of any sexual conduct of the participant;
4. Injury caused while the participant is acting under the influence of alcohol or drugs;
5. Any claim or lawsuit arising from actual or alleged discrimination based upon race, religion, color, sex, national origin, age, or handicap against a patient or employee;
6. Property damage;

7. Punitive or exemplary damages;
8. Any claim or lawsuit arising out of professional services which occur after the termination of the faculty appointment, residency, or medical student status with the System;
9. Any claim or lawsuit arising out of professional services billed for by the participant but not deposited in a System institution practice plan, trust-affiliated foundation or certified not-for-profit corporation as approved by the Board;
10. Any claim or lawsuit arising out of professional services performed for professional fees, salaries, or other compensation by a participant outside of their employment, appointment or enrollment with the System.

**LIMITS OF LIABILITY OF THE PLAN**

**These limits apply unless lower liability limits are set by law, in which case the lower limits apply:**

<b>Annual Policy Aggregate:</b>	\$30,000,000
<b>Staff Physician:</b>	\$500,000 per claim / \$1,500,000 annual aggregate
<b>Resident:</b>	\$500,000 per claim / \$1,500,000 annual aggregate
<b>Other Health Care Professional</b>	\$500,000 per claim / \$1,500,000 annual aggregate
<b>Medical Student:</b>	\$25,000 per claim / \$75,000 annual aggregate

**Per Incident Limitation:** Liability is limited to \$2,000,000 per claim, regardless of the number of the claimants or physicians involved in an incident.

For an additional premium, medical students may be eligible for additional coverage when enrolled in an approved “externship” outside of the State of Texas.

For an additional premium and upon meeting specific criteria, physicians may be covered while providing medical services internationally on behalf of UT System.

For an additional premium and upon meeting specific criteria, physicians may be eligible for additional levels of coverage for approved out of state medical services.

For Other Health Care Professionals contact UT System Deputy Plan Administrator regarding availability of additional coverage.

**Limitation on Disciplinary and Licensing Actions:** Up to \$25,000 in costs and expenses incurred in connection with the investigation and defense of a single disciplinary and licensing action brought against the participant, unless there is a discretionary determination of necessity to exceed this limitation up to \$35,000; and up to \$100,000 for all such proceedings during an annual enrollment period.

## **RESPONSIBILITIES OF THE PARTICIPANT**

### **Procedure for Reporting Incidents**

Any incident that is not consistent with the routine operation of a hospital or clinic or the routine care of a particular patient should be reported to the U.T. health institution Plan liaison or designated risk manager, who will request a written report on behalf of the institution's Professional Liability Review Committee and the Office of General Counsel.

Written reports requested by the institutional Plan liaison on behalf of the Office of General Counsel and the institution's Professional Liability Review Committee are prepared in anticipation of litigation and are confidential under the privileges accorded to attorney-client communications and peer review committee investigations. Participants should inform their department chair that they are reporting an incident to the Plan liaison. However, **NO WRITTEN NARRATIVE REPORTS** should be given to the department chair because the institutional Professional Liability Review Committee comprised of clinical chairs or their deputies, will request and review all narrative reports in order to conduct a confidential medical peer review of the incident. Reports of incidents involving a resident insured by an affiliated teaching hospital's liability coverage will be referred to the hospital risk manager's office.

### **Procedure for Reporting a Notice of Claim or Lawsuit**

For your own protection and to comply with the conditions of this Plan, all written notices of claims or legal actions must be reported promptly. Time is of the essence in the proper disposition of any claim or legal action and **FAILURE TO NOTIFY** the Office of General Counsel via the Plan liaison or designated risk manager may **JEOPARDIZE YOUR COVERAGE**.

1. Whenever a participant receives notice of a health care liability claim or is served with a citation and petition the following steps should be taken **IMMEDIATELY**:
  - a. Inform the department chair or deputy of the receipt of a notice of a health care liability claim or lawsuit.
  - b. Proceed immediately with all legal papers to the Plan liaison or designated risk manager at your institution (see List of Plan Liaisons above) who will forward all documents to the Office of General Counsel. The Office of General Counsel, assisted by the institution's Professional Liability Committee, Plan liaison and risk manager, will investigate the claim.
  - c. Refer all further inquiries by the patient or his attorney to the Office of General Counsel via the Plan liaison or risk manager.
2. If a participant who is no longer employed by the System or enrolled in the Plan receives a notice of health care liability claim or citation and petition regarding an alleged incident that occurred while the participant was covered under the Plan, the participant should take the following steps:
  - a. Advise the Plan Liaison or designated risk manager by telephone of such notice, or citation and petition. The Plan Liaison or designated risk manager will immediately contact the Office of General Counsel.



- b. As soon as possible, all legal documents should be forwarded to the Office of General Counsel via the Plan Liaison or designated risk manager.

Once a notice of claim is received or a lawsuit is filed, the participant, upon request of the institutional Professional Liability Committee and the Office of General Counsel may be asked to complete a narrative report.

Upon receipt of a citation and petition served upon a participant, the Office of General Counsel will select a defense attorney to represent the participant in the lawsuit. All legal fees and expenses are paid by the Plan and are not deducted from the limits of liability coverage of a participant.

### **SETTLEMENT DECISIONS**

The Administrator of the Plan (Vice Chancellor and General Counsel), has the ultimate authority to settle a claim or lawsuit, subject to additional approvals required by the Board of Regents. It is, however, the practice of the Office of the General Counsel to include the participant in any discussions of settlement of a claim where payment will require a written report to be made to the National Practitioner Data Bank.