

## XMAPS Entering Resident and Fellow Applications

### WHEN TO ENTER A RESIDENT OR FELLOW APPLICATION:

- A resident or fellow is applying for CRICO coverage through your organization and the effective date and specialty are known
- You have been granted access to XMAPS

### WHEN ENTERING A RESIDENT OR FELLOW APPLICATION, THE FOLLOWING IS REQUIRED:

- Coverage effective date and specialty
- Sponsor **and** employer properly indicated
- Date of birth, Social Security number (unless pending), and email address
- Employment status
- Primary practice site
- Signatures of physician and the sponsoring institution

## Important Points

- Claims histories are not required when submitting a resident or fellow application.
- Ensure that the correct employer is listed.
- List only the sites where the physician will be practicing as of the effective date of the application.
- If the physician's Social Security number (SSN) is pending, you may submit the application but Underwriting will need to be notified as soon as the SSN is available.
- Do not use specialty codes beginning with WD or CH.
- Only use specialty codes beginning with TT if the applicant is eligible for a discounted rate after completing the applicable CME training.