



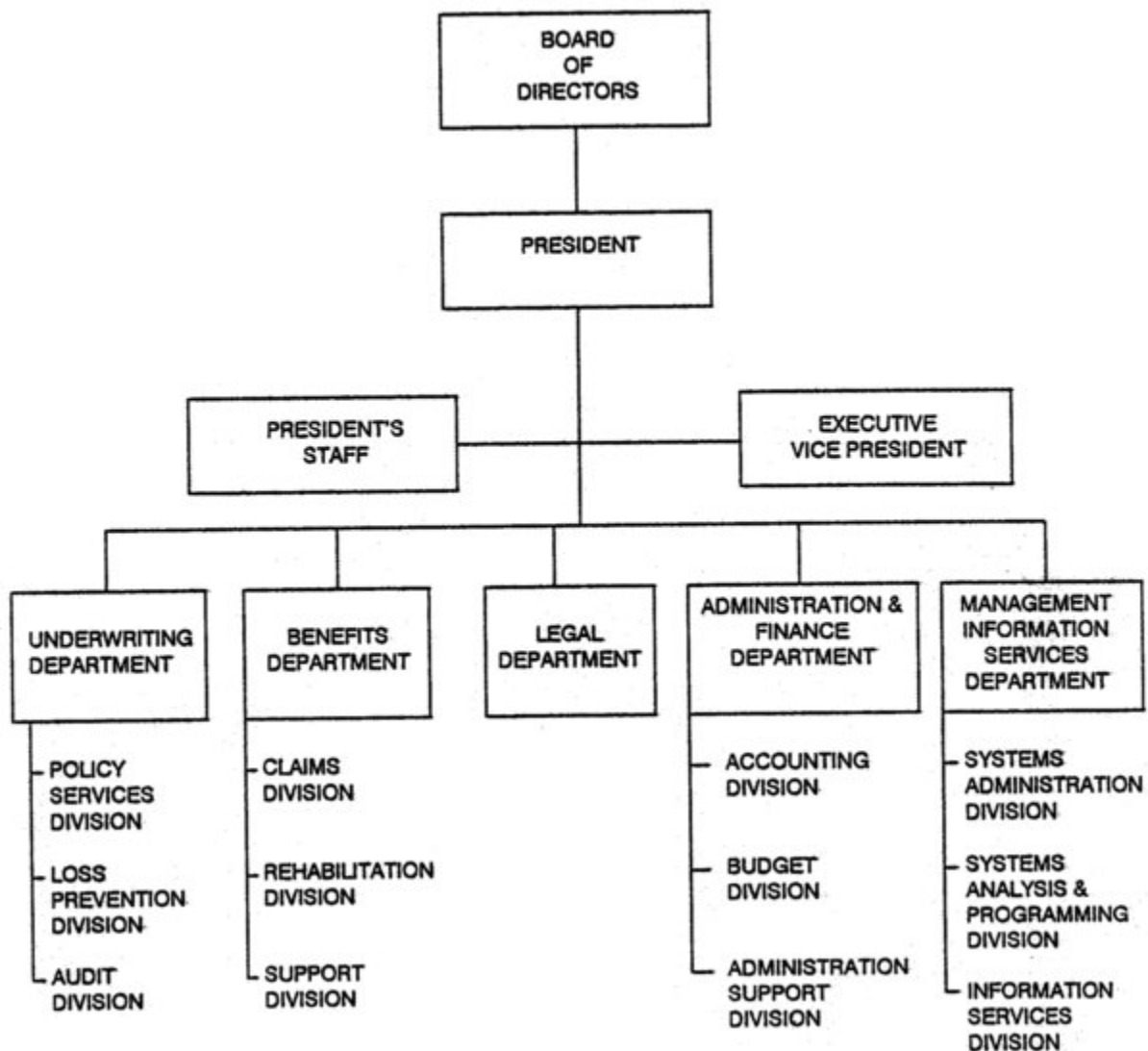
ADMINISTRATIVE RULES OF MONTANA

2.55.102 ORGANIZATIONAL RULE

- (1) Organization of the State Compensation Insurance Fund:
 - (a) History. The State Compensation Insurance Fund (state fund) was implemented under the provisions of 39-71-2313, MCA (1989) , on January 1, 1990. Its functions and responsibilities are set forth in Title 39, chapter 71, part 23, MCA.
 - (b) Departments. The state fund consists of the following departments:
 - (i) Underwriting department;
 - (ii) Benefits department;
 - (iii) Legal department;
 - (iv) Administrative and finance department; and
 - (v) Management information services department.
 - (c) Board of Directors. The board of directors, appointed by the governor, is responsible for the management and control of the state fund.
 - (d) President. The president, appointed by the board of directors, has general responsibility for the operations of the state fund.
 - (e) Executive Vice President. The executive vice president has the responsibility of assisting the president in the implementation of policy and procedures under the direction of the president.
 - (f) Executive Staff. The executive staff performs general administrative functions for the president and vice president of the state fund. Its activities include, but are not limited to, personnel, special projects, and support.
- (2) Functions of Department.
 - (a) Underwriting Department. The underwriting department has the responsibility of underwriting and administering policies of workers' compensation insurance. Its activities include marketing, issuance, and cancellation of policies; safety; audits; and employer services regarding policies of insurance.
 - (b) Benefits Department. The benefits department has the responsibility for all aspects of administering and adjusting claims for benefits.
 - (c) Legal Department. The legal department is responsible for providing legal services to the state fund.

- (d) Administrative and Finance Department . The administrative and finance department has the responsibility of performing accounting and related services, providing administrative support, and assisting in compliance with state budgetary laws and procedures.
- (e) Management Information Services Department . The management information services department has the responsibility for collection, analysis and dissemination of data, and responsibility for programming and hardware administration.
- (3) Information or submissions . General inquiries regarding the state fund may be addressed to the executive vice president. Specific inquiries regarding the functions of each department may be addressed to the vice president who heads the particular department. The address of the State Fund is 5 South Last Chance Gulch, Helena, Montana 59601.

ORGANIZATIONAL CHART



Implementing statute(s): Sec. 2-4-201, MCA

History: NEW, 1992 MAR p. 907, Eff. 5/1/92.