

**WAC 296-15-540 Self-insured third-party administrator (TPA) licensing renewal application requirements.** (1) A TPA must apply annually to renew its license. To apply, the TPA must:

(a) Submit a department-developed renewal application to the department;

(b) Provide an updated list of the self-insured employers in the state of Washington the TPA handles claims for;

(c) Provide an updated list of their certified claims administrators; and

(d) Provide an updated list of their claims administrators in the process of obtaining their certification in accordance with WAC 296-15-360.

(2) The department will review the TPA's license to ensure the submitted materials together with other evidence demonstrates the TPA continues to meet the requirements of WAC 296-15-520 and 296-15-550.

(3) Provisional status may be added to a TPA's license who fails to renew license as required in accordance with WAC 296-15-570.

[Statutory Authority: RCW 51.04.020, 51.32.190 and 2020 c 277. WSR 21-11-083, § 296-15-540, filed 5/18/21, effective 7/1/21.]