



November 6, 2020

Service Providers,

This notice is to inform you that San Andreas Regional Center revised insurance coverage requirements for all of our vendors to improve protection of both vendors and the regional center.

Effective November 2019, San Andreas Regional Center (SARC) requires that all vendors obtain General, Professional, Sexual Abuse, Products – Comp/OP Agg and Auto Liability Insurance prior to vendorization. Vendors must maintain current insurance policies at all times. This is important to protect your interests, as well as those of SARC and the individuals you serve. SARC's requirements now include:

- General liability insurance - minimum \$1,000,000 per occurrence and \$2,000,000 aggregate.
- Abuse and molestation - minimum \$1,000,000 per occurrence and \$3,000,000 aggregate.
- Professional Liability - minimum \$1,000,000 per occurrence and \$3,000,000 aggregate.
- San Andreas Regional Center named as "Additional Insured and Certificate Holder" (CG 2026). Additional insured will apply to the General Liability, Professional Liability and Abuse Liability. The requirement includes professionally licensed, certified or registered vendors such as Physicians, Psychologists, Social Workers, Therapists, Nutritionists and other types of consultants.
- Vendors with employees: Worker's Compensation Insurance with \$1,000,000 coverage minimum.
- Transportation companies and those vendored to provide transportation services as an additional component: Those vendors using their own vehicles must provide proof of Commercial Automobile Liability of at least \$1,000,000. If you or your staff use your personal vehicles you must provide proof of Non-Owned & Hired Auto Liability with limits of at least \$1,000,000.
- The policy number, effective date and expiration date must appear on the certificate of insurance.
- All insured facilities, programs and/or service addresses must be listed on the certificate of insurance.
- All coverages must be listed on the certificate of insurance.
- Each policy should reflect a 30-day notice of cancellation.

Vendors must send their current Certificate of Insurance (COI) to Katie Sindelar at ksindelar@sarc.org. San Andreas must always have a current copy of your COI.

Please contact me at asieber@sarc.org if you have questions on the new requirements.

Regards,

Ann Sieber
Community Services Manager
San Andreas Regional Center