Malaysian Insurance Institute

MII Training

Foundation in Personal Accident

22 & 23 April 2024

OVERVIEW

This comprehensive program is designed to provide participants with a deep understanding of Personal Accident Insurance within the context of Malaysia's insurance landscape. Covering a range of critical topics, the course aims to equip professionals and enthusiasts with the knowledge and skills necessary to navigate the intricacies of personal accident insurance, from its historical development to the intricacies of underwriting and claims processing.

Throughout the program, participants will engage in interactive discussions, case studies, and practical exercises to reinforce their understanding of personal accident insurance concepts. Industry experts and practitioners will be invited to share insights, providing a real-world perspective on the challenges and opportunities in the field. By the end of the program, participants will be well-equipped to navigate the complexities of personal accident insurance, making informed decisions in both underwriting and claims management.

TARGET AUDIENCE

New entrants to the industry and Insurance Service Providers, Brokers, Adjusters, and Third-Party Administrators. Non-insurance personnel and any persons requiring basic knowledge of Personal Accident Insurance are also encourage to register.

LEARNING OUTCOMES

At the end of the programme, participants should be able to:

- Understand the scope, functionality, and importance of Personal Accident Coverage

- Explain the benefits of Personal Accident Insurance

- Understand the various types of common Personal Accident Insurance policies available in the Malaysian insurance market

- Understand the underwriting process of Personal Accident Insurance

- Understand the claims process of Personal Accident Insurance

COURSE CONTENT

DAY 1

- Introduction and Development of Personal Accident Insurance in Malaysia

- Personal Accident Insurance Coverage, Definitions, conditions, and Exclusions

- Types of Personal Accident Policies

DAY 2

- Underwriting Personal Accident Insurance

- Introduction to Claims Process

TRAINER PROFILE

CHARAN KAUR A/P KAPAL SINGH

Charan joined the industry in 1981 and has a good 35 years' experience in fields of underwriting, claims, reinsurance, servicing, and training. Training Experiences Apart from working in various fields in the insurance industry she has also been a part time trainer for professional programs such as the Diploma and Associateship of The Malaysian Insurance Institute (DMII, AMII). She has 16 years of training experience in insurance and soft skills. She is currently involved in assisting the marketers in developing and securing more business and providing them with the right knowledge on insurance coverage so that they do not face any difficult situations in their business.

PROGRAMME DETAILS

22 & 23 April 2024
9.00 a.m. – 5.00 p.m.
Registration Closing Date: 18 April 2024

	MII Member	Non Member
Early Bird **(Register before 8 April 2024)**	**Single** RM 980 / USD230	**Single** RM 1,080 / USD250
Normal Fee	**Single** RM 1,080 / USD250 **Group** RM 930 / USD218	**Single** RM 1,180 / USD272 **Group** RM 1,030 / USD240

HRD Claim Application

Malaysian Insurance Institute (MII) courses have been granted the status of Approved Training Programme (ATP) under the Human Resources Development Act 1992. Based on Training Providers Circular No. 3/2021, PSMB has imposed a requirement that training providers need to register their training programme under the HRD Corp Claimable Course Scheme to offer training to the employers who are registered under the Human Resource Development Corporation (HRD Corp).

1. What is HRD Corp Claimable Courses?

HRD Corp Claimable Courses formerly known as SBL Khas is a scheme to assist registered employers, especially those with limited resources to train and upskill their employees in line with their operational and business requirements. Under this scheme, HRD Corp will pay the course fee (subjected to 4% service fee from 1st April 2021) directly to the training providers by deducting the amount from the employers' levy account. HRD Corp will also pay other claimable allowances to the employer.

2. How are Training Providers or Employers to submit for HRD Corp Claimable Courses?

Malaysian Insurance Institute (MII) will submit their Courses registration via the HRDC e-Tris system. Once course is approved as Claimable Course (previously known as SBL Khas course), the approved course will appear in the HRDC e-Tris system.

Employers will need to access the e-Tris system to select the course and submit to HRDC for grant approval. The total claimable amount is subject to the approval of each Employer individual grant application, Once HRDC approves Employer grant, the company must provide the approved grant code to Malaysian Insurance Institute (MII).

After the training is conducted, Employers are required to complete HRDC Attendance Reports eg. JD14 and submit necessary documents to ensure HRDC settlement of Malaysian Insurance Institute (MII) invoice.

Malaysian Insurance Institute (MII) will submit the invoice directly to HRDC with the approved grant code for each participant or Employer.

3. How to submit the grant application?

Please click on link for information on training grants application:
https://hrdcorp.gov.my/employer-guidelines/

4. What are the supporting documents required?

Please click on link for information on training grants application:
https://hrdcorp.gov.my/skim-bantuan-latihan-khas-sbl-khas-2/

Important Notice
- Effective **1st August 2019**, training programmes must commence within **six (6)** months from the date of training grant applications are made and training claim submissions must be made **not more than six (6) months** from the date the training programmes are completed.
- Application must be submitted by employers before training date commencement
- Please click on the following link for more information on training claims application - *https://hrdcorp.gov.my/employer-guidelines/*

For more information and updates on HRDC, please refer to its official webpage at *www.hrdcorp.gov.my.* Should you have any problem in accessing your e-Tris account, kindly forward the issue to HRDC IT
Help Desk at *ithelpdesk@hrdcorp.gov.my*

Application Process

01 Application via e-TRis

02 Approval

03 Claim

Documents Required:

✔ Quotation / Invoice
✔ Training Schedule / Course Content
✔ Trainer Profile

Documents Required:

✔ To share Grant ID to Training Provider

Documents Required:

✔ Itinerary (airfare) - if any
✔ Receipt & Invoice (transportation) - if any

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