

Private Review Agent Application Filing Instructions

Insurance Article 15-10B requires entities performing utilization review to obtain a certificate of registration as a Private Review Agent (PRA) from the Maryland Insurance Administration.

In order to obtain certification as a PRA, entities must submit a Private Review Agent Application for Certification to presubmissions.mia@maryland.gov. All documents should be in pdf searchable format. There should be no security in the pdf's that will prevent the Administration from opening the files. If any file is password protected, the applicant will need to provide the Administration with the password.

The application can be found on the Maryland Insurance Administration website.

Each application requires a filing fee of \$1,500. This fee can be paid by check or money order made payable to the Maryland Insurance Administration. When sending in the fee, please include a letter or other notation telling us which filing the fee is for. Review of the application will not begin until the filing fees are received. Filing fees should be mailed to:

Maryland Insurance Administration
Life and Health Division/Rates and Forms
200 St. Paul Place, Suite 2700
Baltimore, Maryland 21202

Although not preferred, the Administration will accept paper filings. Paper filings should be mailed to the above address.

Questions related to filing the application may be submitted to the Maryland Insurance Administration at presubmissions.mia@maryland.gov or by calling the Rates and Forms department at 410-468-2170.