

SECTION 1 Details of Party Raising the Issue

By completing sections 1 to 3 the person below requests that this matter be considered by the Claims Portal Ltd Behaviour Committee and confirms that the outcome of the direct approach remains unresolved. Please ensure that all relevant correspondence to support your issue has been attached.

Once complete please forward this document to helpdesk@rapidclaimsettlement.org.uk

Organisation:			
Contact Name:			
Position:			Report Forms will only be accepted from a Senior Manager or Senior Partner
Address:	Telephone:		
	Mobile:		
	Email:		
Reference No:			
Priority:	Low Medium High	Attachments:	#

SECTION 2 Details of Other Party

Organisation:			
Contact Name:			
Position:			
Address:	Telephone:		
	Mobile:		
	Email:		
Reference No:			

SECTION 3 Details of Behaviour

Claim Type:	RTA	Employers' Liability	Public Liability
Behaviour Issue: Please be specific giving all relevant information			
Date Issue Raised with Other Party:	dd/mm/yyyy		
Outcome: The outcome of the Behaviour Committee's considerations will be in the form of general guidance which is not intended to be binding on the parties but which will be published by Claims Portal Ltd.			

SECTION 4 Administration use only			
Date Received:	dd/mm/yyyy	Date Reviewed:	dd/mm/yyyy
Ticket Number:			
Outcome: Where an issue is identified as a training need, MIB MSL will advise on the correct use of the Claims Portal			

SECTION 5 For Claims Portal Ltd Behaviour Committee use only			
Date Received:	dd/mm/yyyy	Date Reviewed:	dd/mm/yyyy
New Issue:			
Outcome: The advice given by the Behaviour Committee is for general guidance only and is non-binding on any party			
Date Advised:	dd/mm/yyyy		

SECTION 6 Publication of Guidance	
Date Published:	dd/mm/yyyy