

What is Industry Access?

The Industry Access System is a password protected and encrypted portal which facilitates online filings by licensees to the Louisiana Department of Insurance. "Licensee" includes producers and adjusters and insurance companies. The various "modules" of the Industry Access System allow detailed control of permissions and authority of users to submit filings for their own licensing requirements or to make such filings on behalf of a licensee. Each Module allows for a specific type of filing.

What can I do in Industry Access?

Producers & Adjusters Can

ACTIVITY	MODULE
Renew or reinstate a license	Producer/Adjuster Portal
Print a license	Producer/Adjuster Portal
Review current continuing education hours	Producer/Adjuster Portal
Update addresses, e-mail and phone numbers	Producer/Adjuster Portal
View license status, expiration dates, appointments and agency affiliations	Producer/Adjuster Portal
File surplus lines taxes (if licensed for surplus lines)	Producer Tax Filing

Insurers Can

ACTIVITY	MODULE
File Anti-Fraud Plans	Anti-Fraud Plan
Register catastrophe adjusters	Catastrophic Adjuster Registration
Make Premium Tax Filings	Premium Tax Filings
Respond to consumer complaints	CRAFT Complaints
View historic form filings	CRAFT Form Filing
Submit data for calculation of the HIPAA Assessment	HIPAA Assessments
Update contact information	Licensee Contacts
File Information on Municipal tax remittance	1076 Tax Form
Submit zip code level policy and premium information to assist the Commissioner in determining the competitiveness of the markets (Directive 204)	POIDRS
Submit parish level information on property and casualty markets to assist consumers with a list of insurers writing policies in their area	Consumer Assistance Program

What is an Industry Access Account Administrator?

The Industry Access Account Administrator (IAAA) is the person chosen by the licensee to act as a gatekeeper to control access to the various modules by users. The IAAA may be the licensee or someone designated by the licensee to submit filings on his or her behalf.

The IAAA:

- Is chosen by the licensee and not by the Department.
- Requires approval by the Department.
- Should be a direct employee of the licensee rather than a contractor or consultant.
- Is responsible for granting or denying permissions for all other users requesting such access for a licensee.

Please note that the Department cannot assign IAAA authority to someone until they create a user ID and associate that ID with a licensee. The Department cannot create a user ID for you.