

FAQs

Description

What is risk management?

In the simplest terms, risk management is the practice of (1) identifying what can go wrong with a plan or activity and (2) figuring out how to reduce or eliminate the likelihood that something actually *will* go wrong.

How are employees insured?

As long as they are acting in the course and scope of their University employment, employees are covered by the University's insurance programs. This is true even if employees make a foolish mistake. However, there are a few exceptions: employees are not covered for criminal activity or for sexual harassment.

Does the University's insurance cover students?

The quick answer is no. However, there are some circumstances under which students may be covered:

- If the students are employees of the University, they are covered by the University's insurance while in the course and scope of their University employment.
- If the students fit the State of Florida's definition of a volunteer.
- Volunteer – Any person who on their own free will provides goods or services to the named insured, with no monetary or material compensation as defined in Chapter 110, Part IV, Florida Statutes.
- To be considered a volunteer for UF, the volunteer has completed volunteer process through HR including completing the [Volunteer Form](#).

How am I insured while driving on University business?

It depends on who owns the vehicle.

- The State of Florida Auto Fund provides auto liability to employees and volunteers of the University while operating an owned or non-owned vehicle while acting in the course and scope of their employment.
- If the vehicle is rented for business use, employees should purchase physical damage coverage and liability insurance through the rental provider. If using a University-approved vendor, these coverages should be built into the rate. Employees are responsible for verifying this is correct before renting the vehicle. Contractual liability is excluded, and significant costs could be incurred by their department if this is not verified.
- If the vehicle is personally owned, the owner's insurance is primary, and the University's liability insurance is excess over and above the driver's personal auto insurance.

Is University property covered if we take it off-campus?

Not under the State Florida's Property Trust Coverage. If the property is covered under a supplemental policy, then that policy would dictate the territory of the property covered.

If our department sponsors an event, does that mean it's covered by the University's insurance?

If the University employees acting in the course and scope of their employment schedule, organize, or supervise the event, it is a University function and the University's insurance will cover.

What is a Certificate of Insurance?

A Certificate of Insurance (COI) is a document from an insurer confirming that you have insurance coverage. COIs lists what kinds of insurance you have, how much insurance you have, and the date your insurance coverage expires.

COIs are required from all contractors and external users of University space.

If you are a campus department and need a Certificate of Insurance to conduct a University activity, please click [Certificate of Insurance Request Form](#).

Why do I need to request a Certificate of Insurance?

When entering into a partnership with other businesses, you open UF up to new risks, especially if the other company isn't properly insured. If the company didn't have adequate insurance and there were a claim, UF's insurance would end up needing to pay the claim.

Our vendor doesn't have insurance. Can we get the insurance requirements of our contract waived or reduced?

The University of Florida requires that all third-party vendors carry insurance coverage. Risk Management can review on a case-by-case basis to waive the insurance requirements.

Claims: What is a liability claim verses a property claim?

Property coverage is a first-party coverage. The policy is intended to pay for damages to the policy's Named Insured. Liability is a third-party coverage. The policy is intended to pay for damages to a third party on behalf of the policy's Named Insured.