

Completing the Maine Bureau of Insurance Rule 940 Report Form

Who Must File the Maine Rule 940 Report Form?

All companies with Health insurance authority in Maine must file a report annually by April 30th.

Data to Include

- You should report only major medical data.
- Report the number of Maine covered lives.

Data to Exclude

- Accidental Injury
- Dental
- Disability Income
- Hospital Indemnity
- Long-Term Care
- Medicare Advantage
- Medicare Fee for Service
- Medicare Part D (Prescription Drug Service)
- Medicare Supplement
- Other Limited Benefit Health Insurance defined in [Rule Chapter 755](#).
- Specified Disease
- Stop Loss
- Vision
- Short-term policies, as described in 24-A § 2849-B, subsection 1

Location of Report Form

<http://www.maine.gov/pfr/insurance/forms/excel/Rule940Report.xlsx>.

Sections to Complete

The form is an Excel spreadsheet with two tabs at the bottom.

- All companies must fill out the following sections:
 - Section I. Company Information
 - Section II. Contact Information
 - Section III. Products Offered
- If you answered “NO” to both questions in Section III, save the spreadsheet and send it as an e-mail attachment to the Maine Bureau of Insurance (see below).
- If you answered “YES” to either of the two questions in Section III, you must complete Section IV and Section V.
 - To complete Section V, click on the tab labeled, “Section V. Covered Lives Data” at the bottom of the spreadsheet.

Send the Completed Maine 940 Form To

Save the report form and send it as an e-mail attachment to Barbra.L.Garboski@maine.gov.

Questions about the Report May be Directed To

Brad Brown – Phone: (207)-624-8478 or E-Mail: Bradford.L.Brown@maine.gov.