



LOUISIANA DEPARTMENT OF INSURANCE

**JAMES J. DONELON
COMMISSIONER**

BULLETIN 2020-01

**TO: ALL INSURANCE PRODUCERS AND CANDIDATES FOR AN
INSURANCE PRODUCER LICENSE**

FROM: JAMES J. DONELON, COMMISSIONER OF INSURANCE

**RE: COVID-19 EFFECT ON PRODUCER LICENSING; ISSUANCE OF
TEMPORARY PRODUCER LICENSES PURSUANT TO LA. R.S.
22:1553**

DATE: MAY 15, 2020

As part of the ongoing efforts of the Louisiana Department of Insurance (LDI) to respond to the COVID-19 pandemic, this Bulletin advises all insurance producers and insurance producer license candidates of the actions taken by the LDI to process producer licenses and address fingerprint issues related to services provided by third-party vendors.

PSI Services, LLC (PSI) is the third-party vendor under contract with the LDI to provide producer examinations and fingerprinting services. While some PSI locations have begun to reopen their testing operations, utilizing social distancing, fingerprinting operations remain delayed due to the close proximity required for the process. The suspension of operations and/or closure of facilities by PSI resulted in many prospective applicants being unable to obtain an insurance producer license and secure employment. Therefore, under the authority of Title 22, specifically La. R.S. 22: 1553.A.(4), I have found that circumstances exist where the public interest will best be served by the issuance of temporary insurance producer licenses, as initiated under Emergency Rule 38 issued on March 25, 2020.

Effective immediately, the LDI will continue to issue temporary producer licenses to those resident applicants meeting the requirements for temporary licensure without requiring examination for life, accident and health, property, casualty, and personal lines insurance.

Further, in accordance with the authority granted me under La. R.S. 22:1553, I have determined that the public interest will best be served by honoring and maintaining the temporary producer licenses issued under Emergency Rule 38. Temporary licenses issued under Emergency Rule 38 shall continue in force and maintain the effective date of issuance of that license and have an initial expiration of 60 days from that date unless extended by me upon written request of the licensee.

To request a temporary license an applicant must:

- 1) Be a natural person and resident of Louisiana;
- 2) Not be a convicted felon;
- 3) Complete a Louisiana approved pre-licensing course no more than 12 months prior to application;
- 4) Submit an insurance producer license application for the line or lines of insurance using the National Insurance Producer Registration (NIPR) website at NIPR.com and pay the appropriate fee upon submission; and
- 5) Submit a request to be issued a temporary license to the Louisiana Department of Insurance by email to producerlicensing@ldi.la.gov. The request must include the transaction number received from NIPR.com upon submission of the application and include a copy of the pre-license program completion certificate for the line or lines of insurance for which application was made, as issued by the approved pre-licensing provider to the individual.

Following issuance of the license

1. The initial expiration date of the temporary producer license will be 60 days after issue date unless extended by me upon written request by the licensee.
2. Any individual holding a temporary license who passes the appropriate exam and complies with fingerprinting requirements, including supplying any additional information requested as a result of the fingerprint report review, prior to the temporary license expiration may have his/her license type changed from a temporary to a permanent license without new application or fees. If the applicant has not passed the required exam and complied with the fingerprinting requirements prior to the expiration date, the temporary producer license will expire. Additionally, the current application will be deemed expired, and the individual will need to reapply and meet the normal licensing requirements to be issued a standard producer license.
3. The temporary producer license allows the producer to operate in Louisiana as a resident producer. Temporary producers are not eligible for non-resident licenses in other states.
4. Recipients of a temporary producer license will be subject to any and all limitations on the authority of such temporary licenses pursuant to Louisiana law.
5. The provisions of La. R.S. 22:1558 regarding appointment of producers by insurers shall apply to temporary licenses. Appointments must be submitted on the form provided by me along with the required fee to Louisiana Department of Insurance 1702 N. 3rd St. Baton Rouge, LA 70802.
6. If I determine that fingerprinting services are not reasonably available to an individual, I may issue a permanent license upon receipt of a written agreement from the individual to comply with the fingerprinting requirements within 30 days of the fingerprinting services becoming available. This agreement shall be on a form supplied by me. Failure of the applicant to comply with the agreement upon the resumption of fingerprint service availability will subject the permanent license to action pursuant to La. R.S. 22:1554(1).

Requesting an extension of temporary license

An individual may request an extension of the expiration date of a temporary license via email to producerlicensing@ldi.la.gov.

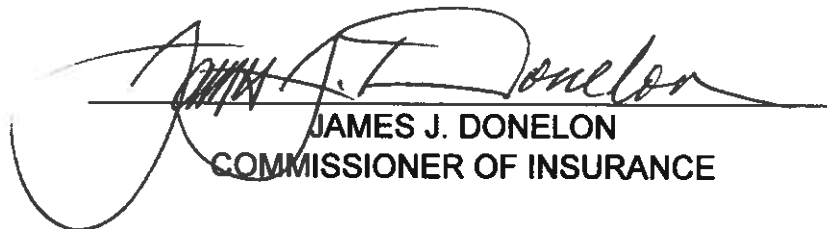
When evaluating these requests I will consider the availability of testing and fingerprinting in the area of residence and business location of the applicant and may deny requests where the individual has failed to show a reasonable attempt to comply with the requirements for the issuance of a permanent license. Under no circumstances shall an extension extend the license for a period of more than 180 days.

The issuance of temporary licenses will cease on May 31, 2020 and all requests and requirements as set forth herein shall be completed no later than 12:01 a.m. on that day.

Every person issued a temporary license is responsible for contacting PSI to schedule an examination and submit fingerprints.

For questions or comments, please contact the Louisiana Department of Insurance, Office of Licensing, via email to producerlicensing@ldi.la.gov or by phone at (225) 342-0860.

Baton Rouge, Louisiana, this 15th day of May 2020.



JAMES J. DONELON
COMMISSIONER OF INSURANCE