

BEFORE THE INSURANCE COMMISSIONER OF THE  
STATE OF OKLAHOMA

FILED  
FEB 12 2013  
INSURANCE COMMISSIONER  
OKLAHOMA

STATE OF OKLAHOMA, ex rel. JOHN D. DOAK, Insurance Commissioner,  
  
Petitioner,  
  
v.  
  
CONVENTRY CARELINK INSURANCE SERVICES LLC,  
a nonresident third party administrator,  
  
Respondent.

Case No. 13-0062-DIS

CONDITIONAL ADMINISTRATIVE ORDER  
AND NOTICE OF RIGHT TO BE HEARD

COMES NOW the State of Oklahoma, ex rel. John D. Doak, Insurance Commissioner,  
by and through his undersigned attorney, and alleges and states as follows:

JURISDICTION

1. John D. Doak is the Insurance Commissioner of the State of Oklahoma and is charged with the duty of administering and enforcing all provisions of the Oklahoma Insurance Code, 36 O.S. §§ 101 et seq.

2. Coventry Carelink Insurance Services LLC is licensed by the State of Oklahoma as a nonresident third party administrator holding license number 863821. Its address of record with the Oklahoma Insurance Commissioner is 1302 Concourse Drive, Suite 303, Linthicum Heights, Maryland 21090-1037.

3. The Commissioner may censure, suspend or revoke a third-party administrator's license or assess a civil penalty of not less than \$100.00 or more than \$1,000.00 for each occurrence of failing to file an annual report. 36 O.S. § 1452.

**ALLEGATIONS OF FACT**

1. On or before June 1 of each year, all licensed administrators shall file an annual report for the previous calendar year. The report shall have been reviewed by a certified public accountant who shall be independent of the administrator. The report shall be subscribed and sworn to by the president and attested to by the secretary or other proper officers substantiating that the information contained in the report is true and factual concerning each of the plans they administer which are governed pursuant to the Third Party Administrator Act. 36 O.S. § 1452.

2. Respondent's 2011 Third Party Administrator Annual Report was due on or before June 1, 2012. Respondent has failed to submit its 2011 annual report.

**ALLEGED VIOLATIONS OF LAW**

1. Respondent is in violation of 36 O.S. § 1452 in failing to submit its annual report on or before June 1, 2012.

**ORDER**

**IT IS THEREFORE ORDERED** by the Insurance Commissioner that Coventry Carelink Insurance Services LLC is **CENSURED AND FINED FIVE HUNDRED DOLLARS (\$500.00)** in failing to submit its 2011 annual report on or before June 1, 2012. **IT IS FURTHER ORDERED** by the Insurance Commissioner that Coventry Carelink Insurance Services LLC submit its 2011 annual report with payment of the fine. **The \$500.00 fine is to be paid within thirty (30) days** made payable to the Oklahoma Insurance Department.

**IT IS FURTHER ORDERED, ADJUDGED AND DECREED** by the Insurance Commissioner that this Order is a Conditional Order. Unless the Respondent requests a hearing with respect to the Allegations of Fact set forth above within thirty (30) days of the date of mailing of this Order, this Order and the penalties set forth above shall become a Final Order on

the thirty-first day following the date of mailing this Order. A request for hearing should be in writing addressed to Julie Meaders, Oklahoma Insurance Department, Legal Division, 3625 NW 56<sup>th</sup> Street, Oklahoma City, Oklahoma 73112. The request for hearing must state the grounds for the request to set aside or modify the Order.

Any such hearing shall be conducted according to the procedures for contested cases under the Insurance Code and 75 O.S. § 250-323. If the Respondent serves a timely request for hearing on the Oklahoma Insurance Department, this Conditional Order shall act as notice of the matters to be reviewed at the hearing, and the Allegations of Fact, Alleged Violations of Law, and penalties imposed in this Conditional Order shall be considered withdrawn, pending final resolution at the hearing.

WITNESS My Hand and Official Seal this 12<sup>th</sup> day of February, 2013.



JOHN D. DOAK  
INSURANCE COMMISSIONER  
STATE OF OKLAHOMA

*Julie Meaders*

Julie Meaders  
Assistant General Counsel  
3625 N.W. 56<sup>th</sup> Street, Suite 100  
Oklahoma City, OK 73112  
Telephone: (405) 521-2746  
Facsimile: (405) 522-0125

**CERTIFICATE OF MAILING**

I, Julie Meaders, hereby certify that a true and correct copy of the above and foregoing Conditional Administrative Order and Notice of Right to be Heard was mailed by certified mail with postage prepaid and return receipt requested on this 12<sup>m</sup> day of February, 2013 to:

Coventry Carelink Insurance Services LLC  
1302 Concourse Drive, Suite 303  
Linthicum Heights, MD 21090-1037

**CERTIFIED MAIL NO: 7001 0320 0003 9967 1309**

and a copy was delivered to:

DeAnn Robinson/Financial Division

  
\_\_\_\_\_  
Julie Meaders  
Assistant General Counsel

**U.S. Postal Service**  
**CERTIFIED MAIL RECEIPT**  
*(Domestic Mail Only; No Insurance Coverage Provided)*

7001 0320 0003 9967 1309

**OFFICIAL USE**

Postage	\$	
Certified Fee		
Return Receipt Fee (Endorsement Required)		
Restricted Delivery Fee (Endorsement Required)		
<b>Total Postage &amp; Fees</b>		
<b>Sent To</b> Coventry Carelink Insurance Services, LLC 1302 Concourse Drive, Suite 303 Linthicum Heights, MD 21090-1037 13-0062-DIS/JAM(mt)Con.Adm.Ord.		
Street, Apt. No., or PO Box No. City, State, ZIP+4		

PS Form 3800, January 2001 See Reverse for Instructions

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<ul style="list-style-type: none"> <li>Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.</li> <li>Print your name and address on the reverse so that we can return the card to you.</li> <li>Attach this card to the back of the mailpiece, or on the front if space permits.</li> </ul>	<p>A. Signature  <input checked="" type="checkbox"/> <i>[Signature]</i> <input type="checkbox"/> Agent <input type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name)  <i>[Signature]</i></p> <p>C. Date of Delivery                  FEB 21 2013</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes                  If YES, enter delivery address below: <input type="checkbox"/> No</p>
<p>1. Article Addressed to:</p> <div style="border: 1px solid black; padding: 5px;">                     Coventry Carelink Insurance Services, LLC                      1302 Concourse Drive, Suite 303                      Linthicum Heights, MD 21090-1037                      13-0062-DIS/JAM(mt)Con.Adm.Ord.                 </div>	<p>Legal Division</p>
<p>2. Article Number                  (Transfer from service label) 7001 0320 0003 9967 1309</p>	<p>3. Service Type</p> <p><input checked="" type="checkbox"/> Certified Mail <input type="checkbox"/> Express Mail</p> <p><input type="checkbox"/> Registered <input type="checkbox"/> Return Receipt for Merchandise</p> <p><input type="checkbox"/> Insured Mail <input type="checkbox"/> C.O.D.</p>
	<p>4. Restricted Delivery? (Extra Fee) <input type="checkbox"/> Yes</p>