

# What Coverage Do I Need?

## A Quick Guide to Deciding What Insurance is Recommended for Your Business

There are a lot of different insurance products out there and sometimes it's difficult to figure out what coverage you need – and just as importantly, what coverage you don't.

This table helps to identify the most appropriate coverage(s) for you and your business. While we've tried to make this table as comprehensive as possible, it provides an outline of common business scenarios only and may not include all possible professional and business structures. We recommend that you use this table as an initial framework for decision-making. It does not replace individualized broker advice so please speak with an insurance professional at BMS if you have questions about the most appropriate coverage for your specific practice circumstances.

### I'm an Employee

#### Recommended Coverage:

- Error & Omissions (Professional Liability) Insurance, and
- Cyber Security & Privacy Liability.

#### Also Consider Adding:

- Family Cyber Coverage,
- Legal Services Package,
- Personal Legal Solutions,
- 24 Hour Accident Coverage, and
- Critical Illness.

### I'm an Independent Contractor

#### Recommended Coverage:

- Error & Omissions (Professional Liability) Insurance,
- Commercial General Liability, and
- Cyber Security & Privacy Liability.

#### Also Consider Adding:

- Family Cyber Coverage,
- Legal Services Package,
- Personal and/or Business Legal Solutions,
- 24 Hour Accident Coverage, and
- Critical Illness.

### I'm a Business Owner WITH others (including professionals, assistants, administrative staff and/or volunteers) delivering services for or on behalf of my business or billing under my business name

#### Recommended Coverage:

- Error & Omissions (Professional Liability) Insurance,
- Commercial General Liability,
- Legal Entity Professional Liability,
- Cyber Security & Privacy Liability, and
- Employment Practices Liability (EPL).

#### Also Consider Adding:

- Family Cyber Coverage,
- Legal Services Package,
- Personal and/or Business Legal Solutions,
- 24 Hour Accident Insurance, and
- Critical Illness Insurance.

Now that you've identified the recommended coverage, read on to learn more about the different types of insurance:

## 1 ERRORS & OMISSIONS INSURANCE

Errors & Omissions (Professional Liability) Insurance protects you against liability or allegations of liability for injury or damages that have resulted from a negligent act, error, omission, or malpractice that has arisen out of your professional capacity as a planner. This insurance protects planners by ensuring that your legal defence is coordinated and paid for if a claim is made against you. Your policy also covers the cost of client compensation and damages.

## 2 COMMERCIAL GENERAL LIABILITY INSURANCE

Commercial General Liability (CGL) Insurance protects you against claims arising from injury or property damage that you may cause to another person as a result of your operations and/or premises. For example, a client may slip and fall on a wet floor in your office, or you may accidentally cause property damage to a client's home during a consultation.

## 3 LEGAL ENTITY PROFESSIONAL LIABILITY INSURANCE

This policy responds if your business name is brought into a statement of claim or lawsuit alleging negligence or malpractice. Following an incident, a client's legal counsel will commonly name all individuals involved in the client's care, including the business as the larger provider of services. A Legal Entity policy protects your business assets in these circumstances.

## 4 CYBER SECURITY & PRIVACY LIABILITY

This policy protects you if you or your business has been involved in a cyber breach or privacy violation. It will cover the costs of your legal defence, investigative costs, notification and response costs, costs awarded to the client(s) affected by the breach/violation, and more.

Coverage is designed to manage the risk of holding increasingly large quantities of personally identifiable data of clients, employees, and others, and to mitigate the reputational damage resulting from a data security breach.

## 5 FAMILY CYBER COVERAGE \*

Safeguarding your personal information online is more important than ever. Protect yourself and your family against cyberattacks, identity theft, and data breaches with Personal Cyber Liability Insurance.

This policy is tailored to meet the needs of modern digital lifestyles and covers a wide range of costs associated with identity theft, cyber extortion, cyber bullying, and more. Cybersecurity professionals will guide you through the recovery process, providing support and solutions to mitigate the impact of any cyber incident. And take advantage of access to proactive services, such as social media and dark web monitoring and personalized advice to strengthen your digital defences.

## 6 EMPLOYMENT PRACTICES LIABILITY (EPL) \*

This policy protects you and your business against allegations of employment practice violation, including wrongful termination, discrimination, workplace harassment, and others. Your decisions about hiring, compensation, promotions, accommodating disabilities, and terminations, for instance, impact the individuals working in your business environment. Any of these decisions could lead to a claim for a wrongful employment practice even if handled correctly.



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## 7 LEGAL SERVICES PACKAGE

This package provides affordable access to a range of services including a telephone legal helpline, online legal document centre, and access to lawyers to review simple legal documents or to draft simple legal letters on your behalf. Members can also access experts for assistance in identity theft protection and human resources issues that may be impacting your business.

## 8 LEGAL EXPENSE INSURANCE

The **Personal Legal Solutions** policy provides insurance to cover the legal costs for resolving a range of matters including Contract, Tenancy, and Motor Vehicle disputes, defence of Driver's License, pursuit for Personal Injury, Property Protection, and defence for Tax-related matters.

The **Business Legal Solutions** policy provides insurance to cover the legal costs for resolving a range of matters, including Tax Protection, Property disputes, Compliance & Regulation, Statutory Licence Appeals, Contract Disputes & Debt Recovery.

Both Legal Solutions policies also automatically include the Legal Services Package (however, note that HR assist is not included in Personal Legal Solutions and ID Theft is not included in Business Legal Solutions).

## 9 24 HOUR ACCIDENT COVERAGE \*

This coverage is designed to provide you and your loved ones with financial assistance in the event of an accident that results in injury or death. 24 Hour Accident Insurance provides a lump sum benefit where a loss or death occurs due to an accident, and where, as a result of the accidental injury, the disablement results in a permanent total disability.

## 10 CRITICAL ILLNESS INSURANCE \*

This insurance helps to cover costs associated with a critical illness such as cancer, a heart attack or stroke. If you are diagnosed with one of 30 covered conditions, the policy provides a tax-free lump-sum payment that you can use for anything you need.

\*Note that this coverage is not available in Quebec.

**For more information, or if you have more questions about professional liability and business insurance solutions, contact a broker at BMS – we're here to help.**

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