



AMERICAN ARBITRATION ASSOCIATION®

# REQUESTING A TIME EXTENSION



## REQUESTING A TIME EXTENSION

Begin by accessing a case record from your user home screen/page.

AMERICAN ARBITRATION ASSOCIATION<sup>®</sup> New York No-Fault Insurance  
Powered by MODRIA Resolution Center Home Award Search Help Test Logout

Dashboard Tasks Calendar AAA Case Number Q

Case actions Export Table Data File New Case

	CASE NUMBER	APPLICANT ATTORNEY	ASSIGNEE	INJURED PARTY	CARRIER ATTORNEY	TPA	CARRIER	STATUS
<input type="checkbox"/>	41-18-1089-6329	Test & Test Law Firm (CA)	Test Medical P.C.	Test Test	Testy Law Firm	Testing Administrative Services	Testing Insurance Company	1.e. Past 60 days
<input type="checkbox"/>	41-18-1086-0189	Test Case Law Firm (RA)	Test Medical P.C.	test test			Testing Insurance Company	1.c. Past 15 days

## REQUESTING A TIME EXTENSION

Within the case record, hover your mouse over the **ACTIONS** menu and select “Request Time Extension.”

The screenshot displays the AAA case record interface. At the top, the header includes the American Arbitration Association logo, the text 'AMERICAN ARBITRATION ASSOCIATION®', 'Powered by MODRIA Resolution Center', and the case title 'New York No-Fault Insurance'. Navigation links for 'Home', 'Award Search', 'Help', 'Test', and 'Logout' are present. Below the header, there are tabs for 'Dashboard', 'Tasks', and 'Calendar', along with a search bar for 'AAA Case Number'. The main content area shows the case title 'Test Medical P.C. / Test Test vs. Testing Insurance Company' and a '<< Back to list' link. The case details are organized into several sections: 'Case:' (41-18-1089-6329), 'Phase:' (1 - Conciliation), 'Status:' (1.e. Past 60 days), 'ADR Center Team 1' (with phone and email), 'Applicant Attorney:' (Test & Test Law Firm (CA)), 'Injured Party(ies):' (Test Test), 'Medical Provider(s):' (Test Medical P.C.), 'Respondent Attorney:' (Test Case Law Firm (RA)), 'TPA:' (Testing Administrative Services), 'Carrier:' (Testing Insurance Company), 'Date of Accident:' (10/20/2016), 'Amount in Dispute:' (\$1,040.00), 'Dates of Service:' (12/01/2016 - 05/04/2017), 'Insurer claim No.' (332423453R54), 'Applicant File No.' (N/A), 'Arbitrator:', and 'Hearings:'. A 'Related cases:' section shows 'Linked: 0', 'Matched: 0', and 'Carrier Response Due: 05/14/2018'. At the bottom, there are tabs for 'Timeline View', 'Document View', and 'AR - 1'. The 'Timeline View' is active, showing a list of events from 05/29/2018 to 07/03/2018. An 'Actions' menu is open, showing options: 'Abeyance Request', 'Add / Update Underwriting Company', 'Send Message', 'Make Settlement Offer', 'Retract Settlement Offer', and 'Request Time Extension'.

## REQUESTING A TIME EXTENSION

When you receive the pop-up window, enter the amount of additional time requested along with the reason for the request. Once completed, click **SUBMIT**.

The screenshot displays the AAA New York No-Fault Insurance portal. A pop-up window titled "Request Time Extension" is centered on the screen. The pop-up contains the following text and form elements:

- Header: "Request Time Extension" with a "Close x" button.
- Disclaimer: "Please note that AAA can accept or reject the time limit extension requests on a discretionary basis. We recommend that you explain in details why you need an extension."
- Form fields:
  - "Duration of extension requested (in days)" with a text input field.
  - "Reason for request" with a larger text area.
- Buttons: "Cancel" and "Submit".

The background shows a case summary for "Test Medical" with the following details:

- Case: 41-18
- Phase: 1 - C
- Status: 1.e. P
- ADR Center Team 1
- Phone: (646)
- Email: ADR
- Date of Accident: 10/20
- Amount in Dispute: \$1,04
- Dates of Service: 12/01/2016 - 05/04/2017
- Insurer claim No.: 332423453R54
- Applicant File No.: N/A

At the bottom, there is a "Timeline View" section showing a list of messages:

- 06/29/2018, AAA (System) sent Message notification to Test Case Law Firm (RA)
- 06/28/2018, Test & Test Law Firm (CA) (Test Law) sent a message to the Respondent
- 06/12/2018, AAA (System) sent Defense File Reminder notification to Test Case Law Firm (RA)
- 05/29/2018, AAA (System) sent Defense File Reminder notification to Test Case Law Firm (RA)
- 05/14/2018, AAA (System) sent Defense File Reminder notification to Test Case Law Firm (RA)
- 04/30/2018, AAA (System) sent Defense File Reminder notification to Test Case Law Firm (RA)

## REQUESTING A TIME EXTENSION

The request is now logged in the Timeline and is transmitted to the AAA for review.

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New York No-Fault Insurance  
Home Award Search Help Test Logout

Dashboard Tasks Calendar

AAA Case Number

<< Back to list

### Test Medical P.C. / Test Test vs. Testing Insurance Company

<b>Case:</b> 41-18-1089-6329	<b>Applicant Attorney:</b> Test & Test Law Firm (CA)	<b>Related cases:</b>
<b>Phase:</b> 1 - Conciliation	<b>Injured Party(ies):</b> Test Test	Linked: 0
<b>Status:</b> 1.e. Past 60 days	<b>Medical Provider(s):</b> Test Medical P.C.	Matched: 0
<b>ADR Center Team 1</b>	<b>Respondent Attorney:</b> Test Case Law Firm (RA)	<b>Carrier Response Due:</b> 05/14/2018
<b>Phone:</b> (646) 663-3461	<b>TPA:</b> Testing Administrative Services	
<b>Email:</b> ADRCenterTeam1@adr.org	<b>Carrier:</b> Testing Insurance Company	

<b>Date of Accident:</b> 10/20/2016	<b>Arbitrator:</b>
<b>Amount in Dispute:</b> \$1,040.00	<b>Hearings:</b>
<b>Dates of Service:</b> 12/01/2016 - 05/04/2017	
<b>Insurer claim No.:</b> 332423453R54	
<b>Applicant File No.:</b> N/A	

Timeline View Document View AR - 1

Tasks (1) Actions

- 06/29/2018, AAA (System) sent Message notification to Test Case Law Firm (RA)
- 06/28/2018, Test & Test Law Firm (CA) ( Test Law ) sent a message to the Respondent
- 06/12/2018, AAA (System) sent Defense File Reminder notification to Test Case Law Firm (RA)
- 05/29/2018, AAA (System) sent Defense File Reminder notification to Test Case Law Firm (RA)
- 05/14/2018, AAA (System) sent Defense File Reminder notification to Test Case Law Firm (RA)
- 04/30/2018, AAA (System) sent Defense File Reminder notification to Test Case Law Firm (RA)
- 04/19/2018, AAA (System) sent Message notification to Test & Test Law Firm (CA)
- 04/19/2018, AAA (System) sent Message notification to Test & Test Law Firm (CA)
- 04/19/2018, AAA (System) sent Message notification to Test & Test Law Firm (CA)

## REQUESTING A TIME EXTENSION

The AAA will review the request and make a determination. A correspondence will be generated and sent informing the party whether the time extension request was accepted, accepted with a short time extension or rejected.

The screenshot displays the AAA case management system interface. At the top, the header includes the AAA logo, the text "AMERICAN ARBITRATION ASSOCIATION®", "Powered by MODRIA Resolution Center", and "New York No-Fault Insurance" with navigation links for Home, Award Search, Help, Test, and Logout. Below the header, there are navigation tabs for Dashboard, Tasks, and Calendar, along with a search bar for "AAA Case Number".

The main content area shows the case details for "Test Medical P.C. / Test Test vs. Testing Insurance Company". The case information is organized into several sections:

- Case:** 41-18-1089-6329
- Phase:** 1 - Conciliation
- Status:** 1.f. Past 90 days
- ADR Center Team 1:** ADRCenterTeam1@adr.org
- Phone:** (646) 663-3461
- Email:** ADRCenterTeam1@adr.org
- Applicant Attorney:** Test & Test Law Firm (CA)
- Injured Party(ies):** Test Test
- Medical Provider(s):** Test Medical P.C.
- Respondent Attorney:** Test Case Law Firm (RA)
- TPA:** Testing Administrative Services
- Carrier:** Testing Insurance Company
- Related cases:** Linked: 0, Matched: 0, Carrier Response Due: 05/14/2018
- Date of Accident:** 10/20/2016
- Arbitrator:**
- Amount in Dispute:** \$1,040.00
- Hearings:**
- Dates of Service:** 12/01/2016 - 05/04/2017
- Insurer claim No.:** 332423453R54
- Applicant File No.:** N/A

At the bottom, there are tabs for "Timeline View", "Document View", and "AR - 1". The "Timeline View" is active, showing a list of messages and actions. Two messages from "AAA (System)" dated 07/12/2018 are highlighted with a red box:

- 07/12/2018, AAA (System) sent Message notification to Test Case Law Firm (RA)
- 07/12/2018, AAA (System) sent Message notification to Test Case Law Firm (RA)

Other messages in the timeline include communications from Test & Test Law Firm (CA) to the Respondent and a completed review of an online message from Test & Test Law Firm (CA) to Test Case Law Firm (RA) on 07/09/2018.



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