



Diocese of Metuchen

Insurance Program Contact Information

In an effort to reduce risk at all locations within the Diocese, the best course of action is to be as proactive as possible about Loss Prevention and Risk Management. The Office of Insurance encourages all locations within the Diocese to utilize this contact list whenever necessary.

To report a claim, please call (866) 871-5444 or complete an online incident report by clicking the link [Diocese of Metuchen Claims Reporting](#) on our website.

For additional resources from the Office of Insurance, please visit <http://diometuchen.org/insurance>.

Task	Service Provider	Contact Telephone / Fax / E-mail
Auto-related Transactions (i.e. adds/drops, replacements of vehicles, evidence of coverage)	Porter & Curtis, LLC 225 State Road Media, PA 19063	V. 866.871.5444 (Option 1) F. 610.891.9874 autometuchen@portercurtis.com
Property-related Transactions (i.e. adds/drops, replacements of property)	Porter & Curtis, LLC 225 State Road Media, PA 19063	V. 866.871.5444 (Option 2) F. 610.891.9874 propertymetuchen@portercurtis.com
Certificates of Insurance (including property & auto)	Porter & Curtis, LLC 225 State Road Media, PA 19063	V. 866.871.5444 (Option 3) F. 610.891.9874 certmetuchen@portercurtis.com
Boiler & Equipment Breakdown Claims Reporting (Boiler Claims Only) Policy #76435412	Sphere Risk Partners 225 State Road Media, PA 19063	V. 866.871.5444 (Option 7) F. 800.280.0434 Diocese of Metuchen Claims Reporting
Boiler Inspections Only (Middlesex, Somerset, Warren & Hunterdon Counties)	Chubb Group	To schedule an inspection, call 1.800.425.4119 All other inquiries, contact: Charles Blauth V. 908.548.5251 cwblauth@chubb.com
All Other Claims Reporting & Follow-up (includes Workers' Compensation)	Sphere Risk Partners 225 State Road Media, PA 19063	V. 866.871.5444 (Option 5 for Workers' Compensation) (Option 7 for All Other Claims) F. 800.280.0434 Diocese of Metuchen Claims Reporting
Sexual Misconduct Loss or Incident Initial Reporting	Diocese of Metuchen Office of Child & Youth Protection P.O. Box 191 Metuchen, NJ 08840-0191	Lawrence Nagle, Director Office of Child & Youth Protection V. 732.562.2413 F. 732.562.2412 lnagle@diometuchen.org
Special Events	Diocese of Metuchen Department of Temporal Affairs P.O. Box 191 Metuchen, NJ 08840-0191	Terri DeGuzman, Executive Assistant Department of Temporal Affairs V. 732.243.4553 F. 732.562.1399 tdeguzman@diometuchen.org
Auto or Property Allocation Issues (i.e. breakdown of property values or vehicle count issue)	Diocese of Metuchen Department of Temporal Affairs P.O. Box 191 Metuchen, NJ 08840-0191	Terri DeGuzman, Executive Assistant Department of Temporal Affairs V. 732.243.4553 F. 732.562.1399 tdeguzman@diometuchen.org
Student Accident Insurance Policy #MCB5859639	Bollinger Insurance P.O. Box 1346 Morristown, NJ 07962	V. 866.267.0092
Other Insurance-related Questions	Sphere Risk Partners 225 State Road Media, PA 19063	Christina Kerper V. 610.891.7780 F. 610.301.2659 ckerper@sphereriskpartners.com