

How to Withdraw a Deferment

Total Recovery Solution[®] (TRS[®])

Integrity

Accountability

Passion

Achievement



ARBITRATION FORUMS, INC.
Membership driven. Innovation focused.

Table of Contents



[Deferment Withdrawal Basics](#)

[Terms and Definitions](#)

[Case Submission Types](#)

[Case Status Options](#)

[Deferment Withdrawal Paths](#)

[Initial Case Submission](#)

[Three Ways to Withdrawal a Deferment](#)

[Initial Case Submission Withdrawal Path](#)

[Final Case Submission](#)

[Final Case Submission Withdrawal Path](#)

[Member Support](#)

[Additional Resources](#)



Deferment Withdrawal Basics



Deferments can be withdrawn by only the requesting party, for any reason, and at any time prior to hearing.

They can occur on cases where the submission was Initial or Final.

[Find more information on initial or final cases](#)

Once a deferment is withdrawn, parties need to review the case status to ensure no further action is required. A case status other than **Submitted** will require a resubmit of the case.

[Learn more about case status options](#)




Terms & Definitions

The terms and definitions on this page are intended to help parties distinguish between cases that have an **Initial Submission** from those with a **Final Submission**.



Initial Submission

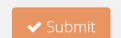
An initial submission is when a deferment is **added with or during** the initial case and is requested prior to selecting the **Submit** tab  .



When a deferment ends, this submission type requires the case to be resubmitted to be viewable by the arbitrator. Parties can simply review case details, amend the case to include new information, or edit information previously entered.



Final Submission

A final submission is when a deferment is added **AFTER** the **Submit** tab  is selected.



When a deferment ends, this submission type does not allow parties to amend previously entered information into the case. The case and the original information entered remains final and cannot be changed.



Case Submission Types



The ability to amend a TRS case **after** a deferment is **withdrawn** depends on how the original case was submitted. The two case submission types are:

Initial Submission

When a deferment is added **with or during** the initial case submission.

Amendments



Final Submission

When a deferment is added **AFTER** the case submission.

No Amendments



[Learn more about these terms/definitions.](#)



Case Status Options

When a deferment is withdrawn, the case status will change. If the status of the case changes to pending/in progress, it must be resubmitted for it to proceed to hearing. If not, no action is required.

Case Status

F	Collision 2019 FORD Claim #: 5262021A	Pending
R	Collision 2019 MERCURY Claim #: 46537196 79ASDF	In Progress

Resubmission is required.

Case Status

F	Collision 2020 HONDA Claim #: A	Submitted
R	Collision 2019 HONDA Claim #: 2B	Submitted

Resubmission not required.



Deferment Withdrawal Paths



The boxes below represent two distinct deferment withdrawal paths. Path selection depends on the case submission type (Initial or Final submission).

To learn the withdraw workflow associated with a specific case submission path, select the associated links below.

[Initial Submission](#)

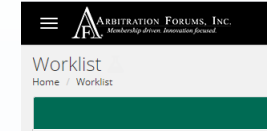
[Final Submission](#)

Initial Case Submission

Three Ways to Withdraw a Deferment

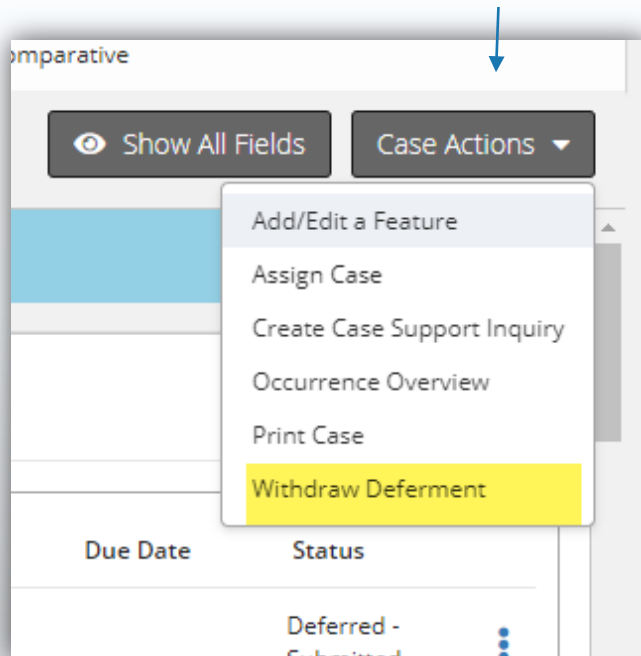


To begin, parties must be on the TRS Worklist page withdrawals can be completed one of three ways:

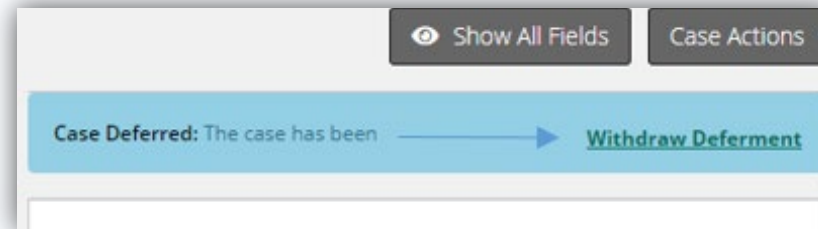


. From there,

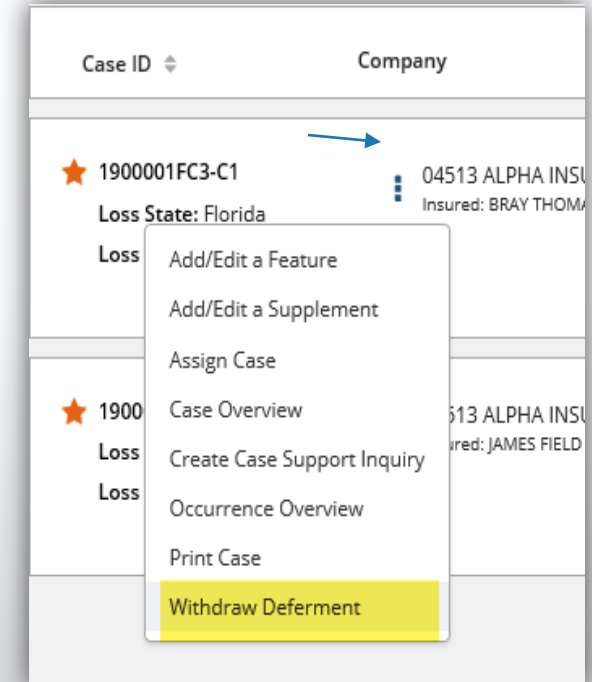
Case Summary: Case Actions



Case Summary: Withdraw Deferment Link



Worklist: Ellipsis Drop Down Menu





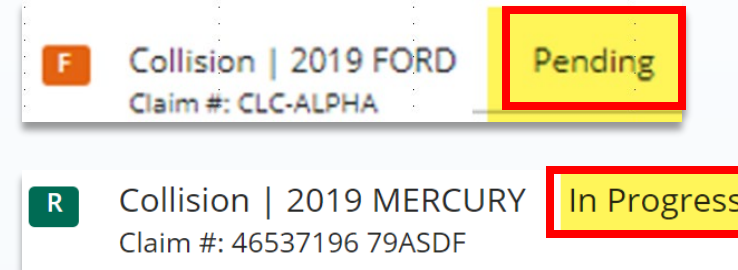
Initial Case Submission Withdrawal Path



After selecting a deferment withdrawal option, a dialog will appear. Select **OK** to withdraw the deferment.

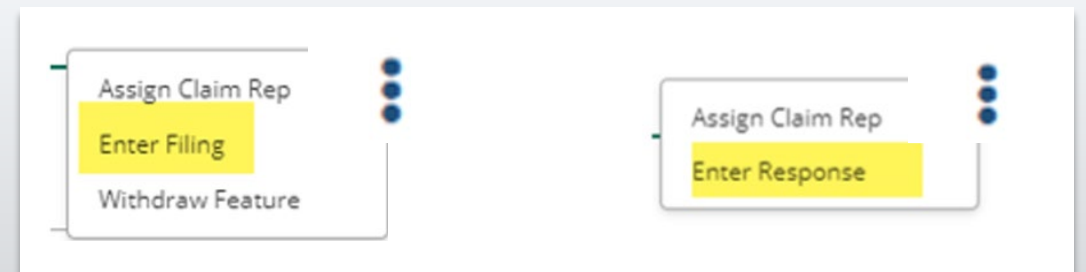


As mentioned previously, the case status may change. A case status displayed as **Pending** or **In Progress** requires further action. Parties **MUST** submit a final case.



Amendments are allowed at this stage before case submission.

Select **Enter Filing** or **Enter Response** from the ellipsis drop-down menu to amend and submit the case.



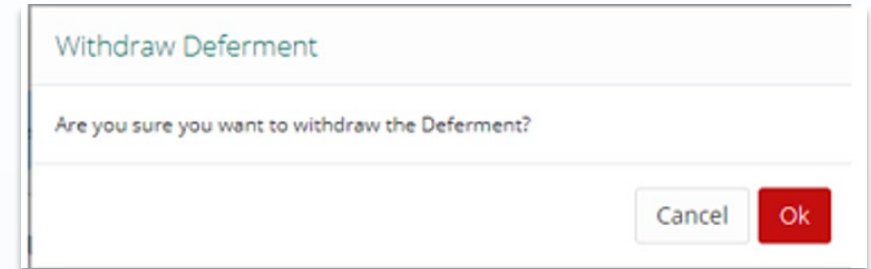
Final Case Submission



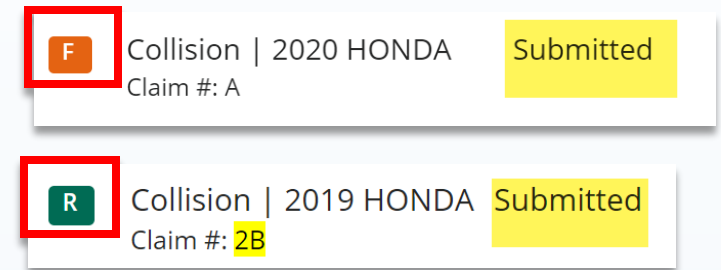
Final Case Submission Withdrawal Path



After selecting a deferment withdrawal option, a dialog will appear. Select **OK** to withdraw the deferment.



As mentioned previously, the case status may change. A case status displayed as Submitted requires **no further action**.



The case is now final. Case information cannot be added or edited.





Member Support



For questions on **how to withdraw a deferment** or other TRS workflows, please contact Member Services at **866-977-3434.**





Additional Resources

[Click here to learn how to request a deferment.](#)

[Click here to learn how to challenge a deferment.](#)

