Purpose
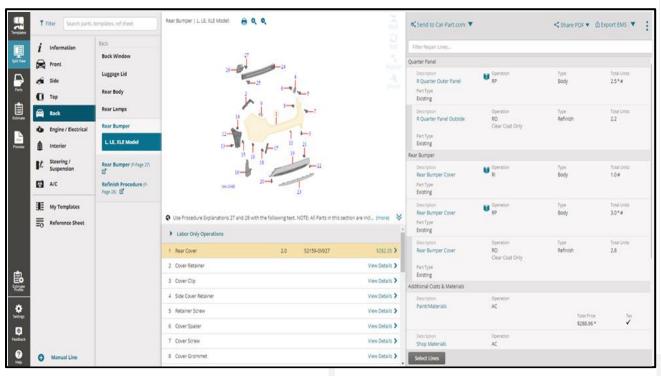
This job aid will show you how to process a hit and run estimate and flag it for review using the **Mitchell Cloud Estimating** system.

Process Overview

Step 1: Write the Estimate using Mitchell Cloud Estimating → **Step 2 :** Add the Hit and Run Review pre-store → **Step 3**: Commit Estimate and Estimate Advisor will run → **Step 4:** Add the estimate in Mitchell Connect and Escalate for additional review

Step 1: Write the Estimate

Using Mitchell Cloud Estimating, write the estimate based on current estimating procedures.

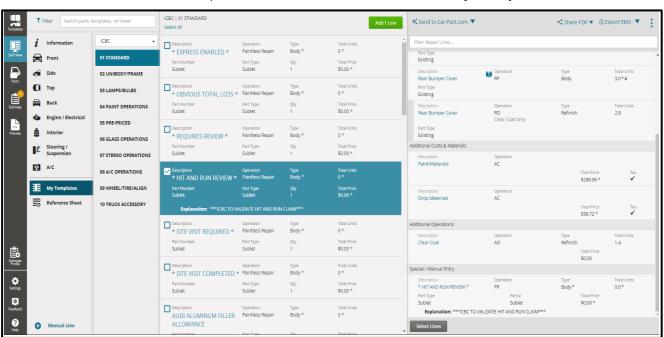## Step 2: Add the Hit and Run Review pre-store

Add the **Hit and Run Review** pre-store from the **01 STANDARD My Templates section**

📌 **Tip:** The explanation line "***ICBC TO VALIDATE HIT AND RUN CLAIM***" will be inserted automatically

Step 3: Commit the estimate

Select **Commit** to commit the estimate in Mitchell Cloud Estimating.

Step 4: Add the estimate in Mitchell Connect

Before sending the Hit and Run estimate to ICBC for approval, add the estimate in Mitchell Connect and click **Escalate for additional review by ICBC.**

a. Navigate to the claim's **Job Overview in Mitchell Connect** and add the estimate to send to ICBC for approval.

b. Before sending the estimate, click **Escalate for additional review by ICBC**.

c. Send the estimate to **ICBC for approval**.