

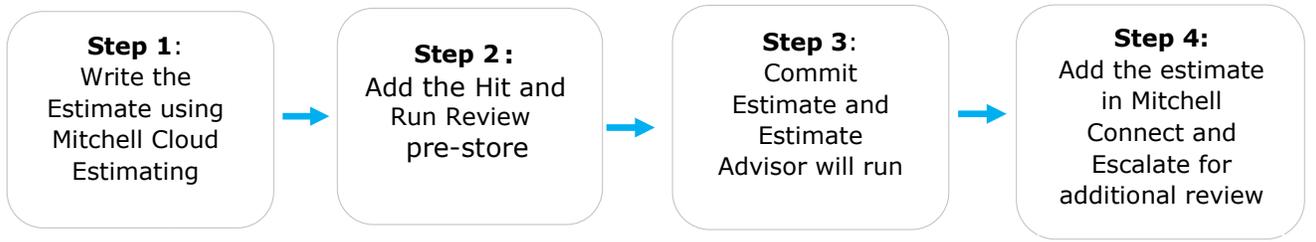


Purpose

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**, write the estimate based on current estimating procedures.

The screenshot displays the Mitchell Cloud Estimating interface for a 'Rear Bumper' repair on a 'L. LE. XLE Model'. The interface includes a navigation sidebar, a central 3D model of the bumper with numbered callouts, and a detailed list of repair lines on the right.

Description	Operation	Type	Total Units
R Quarter Outer Panel	RP	Body	2.5*#
R Quarter Panel Outside	RO	Refinish	2.2
Rear Bumper Cover	RI	Body	1.0#
Rear Bumper Cover	RP	Body	3.0*#
Rear Bumper Cover	RO	Refinish	2.8
Paint/Materials	AC		Total Price: \$288.96*
Shop Materials	AC		

Below the 3D model, a 'Labor Only Operations' list is visible:

Operation	Units	Rate	Total
1. Rear Cover	2.0	\$216.75	\$433.50
2. Cover Retainer			
3. Cover Clip			
4. Side Cover Retainer			
5. Retainer Screw			
6. Cover Spacer			
7. Cover Screw			
8. Cover Grommet			



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

The screenshot shows the software interface with a sidebar on the left containing navigation options like 'Information', 'Front', 'Side', 'Top', 'Back', 'Engine / Electrical', 'Interior', 'Steering / Suspension', 'A/C', 'My Templates', and 'Reference Sheet'. The main area displays a list of templates under '01 STANDARD'. The 'HIT AND RUN REVIEW' template is selected and highlighted in blue. Below the template list, an explanation line is visible: '***ICBC TO VALIDATE HIT AND RUN CLAIM***'. On the right side, there is a 'Filter Repair Lines...' section with various filters and a 'Send to Car-Part.com' button.

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**.



Mitchell Cloud Estimating Flag Hit and Run Estimate for Review

- 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**.