Davies AIM 3.0 – SVAR Entry Guide

Davies Claims NA, Inc. offers online access to clients for adding a Student Visitor Accident Report (SVAR). This can be done by navigating to the AIM 3.0 website located at: https://johnseasternenterprise.jw-filehandler.com

- **NOTE:** Chrome is the preferred web browser to use while using any services within the AIM 3.0 system. If using Internet Explorer, please ensure that this site is not among those listed in the compatibility view settings.

The instructions below will guide you through the process of adding a new SVAR.

Accessing SVAR **Entry -** 1. Go to: https://johnseasternenterprise.jw-filehandler.com	
2. Login with the supplied username and password. If logging into the Davies Claims for the first time you will be required to reset your password. Initial first-time logins are generally Davies1234! (Note that the D is capital).	 Version 2.0.01.01 Build 4.0 Please log in to continue User ID [ ] Password [ ] ☑ Remove other sessions for this user ID. [Log In] Forgot Password?
3. Select the third option on the homepage or (Student or Visit Accident Report).	**AIM 3.0 MENU** **Claim Entry** Work Comp (FROI) Non Work Comp Claim (GL,PD,Auto) Student or Visitor Accident Report **Reports** Report Reader Report Designer **Dashboards** Dashboards **Claim Search** Claim Search **User Settings** User Settings Reset Password Phrase Bank **JE Help Desk/Support** Email

Adding a new SVAR **Entry** 1. Click "Enter New Claim" and the wizard will begin. 2. Click "Add New Accident Report.	**SVAR - STUDENT/VISITOR ACCIDENT REPORT** **Search** Company * School District of Manatee County Retrieve Max 50 rows Status Quick Search Search 🔍 Clear Enter New Claim + Show/Hide Search **ADD NEW STUDENT/VISITOR ACCIDENT REPORT** **Choose a Company** Select Company * School District of Manatee County Add New Accident Report + Cancel ✖
3. This is where you will fill in the report. There are 8 steps. Fill in all areas that you have information for. Note: any value with a red asterisk is required.	**ADD NEW STUDENT/VISITOR ACCIDENT REPORT** Save & Continue Later 💾 Finish 💾 Cancel ✖ Collapse ID Company School District of Manatee County **Step 1 - Student Details** Student or Visitor? * Student/Visitor first name * Student/Visitor last name * Gender Grade School Site * Parent/guardian name Student/Visitor date of birth **Step 2 - Student Detail** Student/visitor home address (Include Apt. No.) City State FL Zip Home telephone number Work telephone number
After you have completed the 8 steps, you may save your entry as a work-in-progress by clicking "Save & Continue Later" at the top of the page. When you are ready to submit your report, click "Finish". If any errors are found, the field will become highlighted red.	**Step 8 - Finish!** Entered By Name Entered By Phone Number Entered By Phone Extension Save & Continue Later 💾 Finish 💾 Cancel ✖ Collapse