



Wisconsin Compensation Rating Bureau

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## CIRCULAR LETTER 2893 – APRIL 18, 2002

TO: Members of the Bureau

FROM: Melanie Lindseth

RE: Unit Statistical Plan Manual Changes

Pursuant to ch.626, Wis. Stats., the State of Wisconsin, Office of the Commissioner of Insurance has advised that the action taken by the Rating Committee has been approved effective March 1, 2002. The entire manual has been reformatted for ease in reading and can be found on our web site – [www.wcrb.org](http://www.wcrb.org). This plan completely replaces the prior plan, and will be considered an original filing. The following are the substantive changes to the plan:

In the prior manual there was a section (Section IV) named Pension Tables. This section has been eliminated as claims personnel, not unit statistical personnel, typically use this information.

The rest of the changes are as follows:

### **Section One**

We added a table to help guide carriers as to when claims need to be valued, and when unit reports are due.

We changed the fines from \$100.00 to \$150.00 to be in compliance with the current standards.

Scope of Report – We added the option for carriers to file unit statistical reports directly with the WCRB. This is in accordance with a prior filing.

### **Section Two**

Correction Reports – While there are no changes to filings, we have clarified for a carrier when a correction report is necessary.

Claim Number – We have changed the grouping option for indemnity claims to be in compliance with a prior filing.

We have added instructions for filing unit reports where there was no exposure:

- f. When a policy is issued either on an “if any” basis, or as estimated coverage in Wisconsin, and upon audit it is determined that Wisconsin exposure did not develop, the first report is submitted with an exposure record employing stat code 1111. Code 1111 is a device to notify the Bureau of a zero exposure situation in Wisconsin.

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When reporting a “No Exposure Developed” unit report, report code 1111 in Line A (Subject to Experience Modification) on the hard copy unit report and leave the exposure, rate, and premium fields blank. Total fields are blank.

Under the “Minimum, Minimum Premium” Rule in Wisconsin, the only other code that can be associated with this policy is stat code 0900 (Expense Constant).

There are no corresponding losses for these codes.

When a policy is issued either on an “if any” basis, or as estimated coverage in Wisconsin, and upon audit it is determined that Wisconsin exposure did not develop, but an expense constant has been charged, the first report is submitted with exposure codes employing the class codes as identified on the policy as well as the charged expense constant.

When reporting a “No Exposure Developed” unit report with class codes, report the class code assigned on the policy with zeros in the exposure and premium fields on Line A (Subject to Experience Modification) of the hard copy unit report, as well as the applicable rate for the reported class code in the manual rate field. Zeros are required in the total fields. Report the expense constant code 0900 and the amount charged on Line I.

Under the “Minimum, Minimum Premium” Rule in Wisconsin, the only other code that can be associated with this policy is stat code 0900 (Expense Constant).

There are no corresponding losses for these codes.

Premium Not Subject to Modification – We added CPAP code here to make it consistent with the coding in section three

- (1) Contractor’s Premium Adjustment Credit – **Code 9046**. Report the contracting credit modification factor in the rate field, and the amount of premium credit. Report no exposure for this code.

Change **Policy Information** to **Header Information** – This is strictly editorial. The change was made to clarify reporting areas on unit report.

### Section Three

We have added the Part, Nature, and Cause element numbers to be in compliance with a prior filing.

### Section Four - ALL CHANGES ARE SUBSTANTIVE IN THIS SECTION

We have added five examples to help Companies report:

1. Subrogation
2. WCPAP Credit
3. Work Study
4. Volunteer Fire Departments
5. Catastrophes

We have deleted three examples.

Illustration 8 was redundant, as it was the same as Illustration 7 (Pages 18 and 19 in old plan). Illustration 13 and 13A were Pre-ASWG examples. Since ASWG has been in place since 1996, these no longer apply.

We corrected the instructions on Illustration 7, in order to make them more clear (Pages 16 and 17 in new plan).