



Wisconsin Compensation Rating Bureau

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GENERAL CIRCULAR LETTER 440 – OCTOBER 20, 2003

ANNOUNCING OUR *NEW* FINANCIAL CALL REPORTING TOOL Wisconsin Financial Data Reporting Application

Wisconsin has developed a new financial call reporting tool called WIFDRA (Wisconsin Financial Data Reporting Application). To assist our membership in filing of annual Financial Call data, we have developed this Internet-based system to help prevent reporting errors, ensure quality data, enhance timeliness of reporting, provide immediate feedback of failed data quality checks, and eliminate costs associated with submitting data on hard copy.

All WCRB members filing financial call data **will be required** to utilize this new tool to enter or import call data, edit, correct, and file all financial call data required by WCRB. **IT IS IMPORTANT TO NOTE THAT 2004 FINANCIAL CALL DATA CALLS WILL ONLY BE ACCEPTED THROUGH THE WIFDRA. ALL OTHER FORMATS WILL BE REJECTED.**

IMPORTANT NOTE FOR THOSE RESPONSIBLE FOR FINANCIAL CALLS: A link to the demo version of WIFDRA and Users Guide will be available October 20, 2003 to December 31, 2003. During this time, carriers should be able to familiarize themselves with this application, as it will be unavailable after December 31, 2003. It is strongly recommended that you read through the entire Users Guide as it outlines the application's features, layout, and provides helpful hints on how to complete the Calls required by WCRB.

The WIFDRA demo is populated with sample data. The demo allows carriers to navigate through the various Forms and Calls that will be supported by the product, and run edits on these calls. The WIFDRA demo provides carriers with two alternatives for familiarizing themselves with the application. The carrier can practice on the blank Calls or import sample data included in the demo. Either approach will allow carriers to become acquainted with the general layout and features of the WIFDRA. Note the demo WIFDRA will not allow carriers to save or submit data. This is intentional and allows a carrier to practice worry free of submitting or corrupting the system. Once a carrier logs out, the WIFDRA demo is reset back to the original format.

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Information on accessing the demo site, including User ID and the password, has been mailed to your carrier contact on file with the Bureau from last year's Designated Contact Form.

Because the demo is intended as a learning tool, certain features such as Import, Save, and Submit are not included in the demo product. Additional differences between the WIFDRA and the demo will be discussed in the WIFDRA Demo Product Overview. The final version will include those features.

All carriers are required to have current Designated Contact Forms on file with WCRB. The contact person acts as a contact between the Carrier and the Bureau for purposes of coordinating and accomplishing timely and accurate submissions of financial data for all carriers included within their carrier group. WIFDRA will contain Carrier Designated Contact e-mail addresses for communication of edit failures, and/or questions pertaining to actuarial anomalies. Passwords have been created for all current designated contact people.

The final production version of WIFDRA will be made available to our members in January 2004. At that time, a Circular Letter will be sent announcing the availability of the WIFDRA and announcing the 2004 Calls and their due dates. It is essential that all designated contact information for your organization is current and accurate. Password information for the production version will be forwarded to your contact person.

All questions regarding this Circular and/or the WIFDRA demo should be e-mailed to financial.calls@wcrb.org.