



Wisconsin Compensation Rating Bureau

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P.O. Box 3080 • Milwaukee, WI 53201-3080

Located at 20700 Swenson Drive, Suite 100, Waukesha, WI 53186

GENERAL CIRCULAR 527—NOVEMBER 24, 2008

TO: Members of the Bureau
FROM: Kay Higgins
RE: 2009 INDUSTRY TRAINING SESSION

When:

- A WCRB Industry Training Session will be conducted on Wednesday, April 29, 2009
- Hands-On PEEP and BEEP Training will be conducted on Thursday, April 30, 2009
- IDMA's Data Management for Insurance Professionals (DMIP) one-day course will be conducted by IDMA on Tuesday, April 28, 2009

WEDNESDAY, APRIL 29, 2009, the **WCRB Industry Training** session will cover all areas of our member's interaction with WCRB. The cost of this session will be \$50.00. Training materials, breaks, and lunch will be provided.

Program Objectives—This session will provide an overview of:

- WCRB Web Site
- Electronic Data Reporting
- Policy Reporting
- Unit Statistical Reporting
- Experience Rating
- Invoicing

Intended Audience—Anyone who wants to deepen their knowledge of the business side of data reporting and those involved in WCRB's invoicing.

THURSDAY, APRIL 30, 2009, the PEEP and BEEP training sessions will provide hands-on training of ACCCT products. Breaks and lunch will be provided.

Intended Audience—Those who want hands-on training of our Web based reporting tools.

The training sessions will be conducted in the WCRB Training Center at 20700 Swenson Drive, in Waukesha, Wisconsin.

Registration and Hotel Information:

A block of Executive Class rooms have been reserved at the Best Western Midway Hotel, in Brookfield, WI. Participants should contact the hotel directly to make reservations.

- Check-in available after 3:00 p.m.; check-out before 12:00 p.m.
- The rate per night is \$92 plus 13.1% tax.
- Reservations can be made by calling the hotel directly at 262-786-9540, using the group name "WCRB".
- A complimentary shuttle is provided by the hotel to and from General Mitchell International Airport, and to and from the Bureau. Guests should make airport transportation arrangements directly with the hotel prior to arriving in Milwaukee.
- Executive Class guests are provided with a complimentary breakfast buffet each morning, and are invited to attend the Manager’s Reception each evening.

Best Western Midway Hotel Brookfield
 1005 South Moorland Road
 Brookfield, WI 53005
 262-786-9540
<http://www.midwayhotels.com/>

Registration for each session will begin at 8:00 a.m. The IDMA and Industry Training sessions will begin at 8:30 a.m. and conclude about 4:30 p.m. The hands-on PEEP and BEEP meeting times will be communicated directly with those participants.

Any questions regarding this seminar can be directed to Kay Higgins, WCRB, 262-796-4570, or via email at kay.higgins@wcrb.org.

WCRB INDUSTRY TRAINING REGISTRATION FORM

Please identify the name of each person attending. (Copy this form for additional people desiring to attend training session)

Tuesday	IDMA DMIP (see details)	I plan on attending and will contact IDMA directly
Wednesday	INDUSTRY TRAINING	I plan on attending—\$ 50 made payable to WCRB
Thursday	WCRB "HANDS-ON"	I will be participating:
		Interested in detailed instruction for PEEP
		Interested in detailed instruction for BEEP

Registrant Name and Title

Carrier Name	Carrier Code
Address	City State Zip Code
Phone #	Email Address

For the Industry Training Session, please make your check payable to WCRB in the amount of \$50.00. Print the completed form and mail with your check to WCRB by February 27, 2009. (Attention: Kay Higgins, WCRB, P. O. Box 3080, Milwaukee, WI 53201-3080)

IDMA Data Management for Insurance Professionals

TUESDAY, APRIL 28, 2009, WCRB will be hosting the Insurance Data Management Association's (IDMA) one-day course on *Data Management for Insurance Professionals*. This class will be available at a discounted price of **\$149**, which includes: the DMIP course study guide, classroom instructions and handouts of training material, online DMIP exam access for up to six months, and a 90-day IDMA limited membership. Breaks and lunch will be provided. Registration and payment for this class should be made directly through IDMA by contacting Farouk Yassine at 201- 469-3069 or FYassine@IDMA.org.

Program Objectives—This course will provide an overview of:

- The History of Insurance Data Management
- Role of the Insurance Data Manager
- Key Data Elements of Insurance
- Insurance Companies' Use of Data
- The External Insurance Environment
- Data Quality
- Data Repositories
- Future Data Management Issues

Intended Audience—This course is highly recommended for a wide audience including new hires, IT personnel who want to broaden their knowledge of the business side of insurance data management, anyone who manages data in the industry, and anyone who needs to use or communicate data—from actuaries to underwriters. This class is well organized and structured for easy study and will help participants prepare for their DMIP exam.