



Wisconsin Compensation Rating Bureau

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

CIRCULAR LETTER 430 September 30, 2002

**TO ALL MEMBERS OF THE BUREAU
SPECIAL ATTENTION – UNIT STATISTICAL PERSONNEL
REPORTING UNIT STATISTICAL DATA DIRECTLY WITH WCRB**

The purpose of this circular is to inform insurers reporting unit statistical data directly to WCRB that correcting data on NCCI's DCA application will cause duplicate reports to be transmitted to WCRB. Please remember that once you are approved to file directly with the WCRB you must file and correct ALL reports with our office.

Attempting to correct reports via NCCI's DCA has caused confusion and errors. For insurers filing directly with the WCRB, reports might appear to be in error on the NCCI web site (DCA) because not all of NCCI's edits are in sync with the WCRB. Over the past several years, WCRB has worked closely with NCCI in an effort to bring our edit procedures closer together, however, this effort has developed into an on-going task. As edits and reject codes are synced up, we anticipate that some of the confusion will be reduced.

In the future, NCCI will have an edit to reject (data grade 9) unit report data filed by a data provider who has been approved to file directly with WCRB. At that time, any future actions on DCA by a data provider approved to report directly with WCRB will be rejected by NCCI.

Unit statistical reports that are filed with WCRB by approved carriers are forwarded to NCCI. If you are notified by NCCI that a report previously filed with, and accepted by, WCRB is not in NCCI's database, please contact Kay Higgins (kay.higgins@wcrb.org) at WCRB immediately. Kay will contact NCCI to determine what action is necessary to resolve this issue. If you have any questions, please do not hesitate to contact the Bureau directly.