



September 8, 2021

CIRCULAR LETTER TO ALL MEMBER COMPANIES

Re: Workers Compensation Data Quality Program Invoices

Attn: Data Reporting and Accounting Staff

The North Carolina Rate Bureau (NCRB) is migrating the Data Timeliness and Quality Program into a new subsystem for tracking and invoicing of fines. This new system will provide several exciting benefits to our carrier partners.

1. A new consolidated and more user-friendly invoice that displays both the current month's fines as well as previous outstanding balances in one document.
2. Electronic invoice delivery via email.
3. The ability to access historical invoices through the Manage Data web application on a go-forward basis.
4. A simplified method for managing fines assessed and credits issued.

Starting in November, 2021, all carriers will have access to the new subsystem via Manage Data and carriers will receive the new invoice for all Workers Compensation fines incurred. **Outstanding fine balances incurred prior to November will not carry over to the new system and will not be visible on the new invoice.**

In preparation for our cut over to the new fining system and to reduce confusion, **NCRB asks all carriers to please make every effort to eliminate any outstanding fine balances prior to November.** An NCRB representative will be contacting any carrier with an outstanding balance to answer questions and facilitate payment.

To help facilitate the elimination of outstanding fine balances, NCRB will utilize any refunds due to carriers from the 2019 assessment reapportionment, issued in October, 2021. **Any refunds due to a carrier as a result of the reapportionment will be applied to fines that the carrier has accumulated over 30 days past due.**

Further information about the Data Timeliness and Quality Program can be found on the NCRB website in the [Reference Library](#) or by contacting NCRB at [support@ncrb.org](mailto:support@ncrb.org) or (919) 582-1056.

Sincerely,

Jarred Chappell

Director, Workers Compensation Operations

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