

NORTH CAROLINA RATE BUREAU

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April 11, 1997

CIRCULAR LETTER TO ALL MEMBER COMPANIES

Re: Workers Compensation Insurance

1997 Advisory Statistical Work Group
Training Sessions

The Pennsylvania Compensation Rating Bureau, on behalf of the Workers Compensation Insurance Organizations (WCIO), is coordinating a series of Advisory Statistical Work Group (ASWG) implementation training sessions to be held on April 28 in Philadelphia, May 6 in Chicago and May 21 in San Francisco. These training sessions will be conducted jointly by independent bureaus and carriers which participated in the ASWG project.

These training sessions will provide information to the industry in all phases of the Statistical Plan changes which have been implemented based on recommendations of the ASWG. The sessions are intended primarily for carrier staff directly involved in the daily preparation, submission and revisions of statistical reports to the bureaus.

Topics for discussion at these sessions include the following:

- Data flows and processes at carriers and bureaus
- Reporting pre-ASWG data using ASWG formats
- Reporting options
- Corrections and subsequent reports
- ASWG coding
- Individual Case Reports (ICRs)
- Bureau communications

This information is being distributed to ensure that our member carriers have the opportunity to attend the training sessions. Since the implementation of ASWG requires extensive and significant changes to the unit statistical reporting process, we encourage all carriers to participate in the training seminars.

Registration instructions, including information regarding hotel accommodations, are attached.

If you intend to participate in these sessions, please complete and mail the attached registration form and your check for \$150 for each participant made payable to the WCIO to Eileen Quenzer at the Pennsylvania Compensation Rating Bureau. A late fee of \$25 will be charged for any registrations accepted after the deadline for each session. All fees must be prepaid. No credit cards will be accepted.

Very truly yours,

Jerry G. Hamrick

Workers Compensation Manager

JGH:lm

Enclosures (attachments not included)

C-97-3