

NORTH CAROLINA RATE BUREAU

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CIRCULAR LETTER TO ALL MEMBER COMPANIES

Workers Compensation Unit Statistical Department

Re: North Carolina Statistical Plan

The Bureau has adopted and the North Carolina Commissioner of Insurance has approved the North Carolina Statistical Plan. NCGS '58-36-100(f) requires insurers to "...file data in accordance with the uniform statistical plan approved by the Commissioner." Previously, statistical reporting requirements for North Carolina have been included in the National Council on Compensation Insurance (NCCI) Workers Compensation Statistical Plan.

Please note the following:

- \$ The North Carolina Department of Insurance previously approved a proposal to introduce, on an optional basis, a revised and expanded unit report that had been developed by the Advisory Statistical Work Group (ASWG). The North Carolina Statistical Plan incorporates requirements for the expanded ASWG unit report and all unit statistical reports for policies effective on or after January 1, 2000 must be submitted in the ASWG format.
- \$ Unit statistical reports may be filed directly with either NCRB or NCCI. The option to report directly to NCRB is effective immediately. NCRB's Rating and Statistical Supervisor should be contacted for testing and acceptance procedures.
- \$ Appendix A describes the implementation of a fining system for late reports. The Appendix also describes NCRB's monthly policy verification and delinquent reports.
- \$ Appendix B provides instructions for the preparation and filing of unit statistical reports on magnetic tape. Data reporting requirements follow the tape specifications contained in the WCSTAT section of the *WCIO Workers Compensation Data Specifications Manual*. Transmission of data may also be via diskette or other electronic media through the Bureau Entry and Edit Package (BEEP) software. Contact NCRB's Rating and Statistical Supervisor for additional information.

\$ Appendix C includes North Carolina specific coding specifications for each of the ASWG report data elements.

The North Carolina Statistical Plan has been approved by the Department of Insurance to be applicable to policies effective on or after January 1, 2000.

Two copies of the North Carolina Statistical Plan Manual are enclosed. Additional copies of the manual may be ordered from NCRB at a cost of \$35.00 each.

A copy of the North Carolina Statistical Plan Manual (PDF file) will be included in our website (www.ncrb.org).

Very truly yours,

Jerry G. Hamrick

Workers Compensation Manager

JGH:dg

Enclosures

C-01-01