



The mission of the Minnesota Workers' Compensation Insurers Association is to collect, process, and analyze workers' compensation data so that we can provide high quality, consistent information to our insurer members and regulators. We will develop and deliver useful services and products to the workers' compensation community.

January 2017

1st Quarter 2017 Issue

In This Issue

- **President's Message**
[Page 1](#)
- **Spotlight on Minnesota State Special Classification Codes 8036 – Hardware Store Retail Exclusively and 8029 – Hardware Store – Wholesale, or Combination of Retail & Wholesale**
[Page 2](#)
- **MWCIA Website has Converted to HTTPS**
[Page 3](#)
- **WCCRIT Error Reporting in Manage USR**
[Page 4](#)
- **How to Log into Online Assigned Risk (OAR)**
[Page 4](#)

Important Links

- [MCPAP renewal/sign up](#)
- [MWCIA Web Membership](#)
- [CDX User Guide and Support](#)
- [MN Work Comp Assigned Risk Plan](#)
- [Minnesota Department of Labor & Industry](#)
- [Minnesota Department of Commerce](#)
- [Minnesota Department of Employment & Economic Development \(MN Unemployment Insurance Program\)](#)

Circulars/Announcements/Links

- [Circular Letter 17-1706](#)
NCCI Item P-1413 – Establishment of Experience Rating Modification Factor Revision Endorsement

President's Message



Lifelong learning. A nice concept, but really, who wants to go to school after we graduate?

For better or worse, you likely can't succeed in the workers' compensation industry just by practicing everything you learned in kindergarten (or high school or post-secondary school.)

Formal education provides a great base for how to continue learning. The

insurance industry is well known for supporting continuing education and professional certifications. For many of us, obtaining and succeeding in our jobs requires continuous learning.

One of our main focuses at MWCIA is providing value to our members and the industry through ongoing education and training. How do we do that? We have a number of ways by which educate our audiences based on their preference:

- Our manuals and circulars are created to provide information for those who like to read and analyze historically detailed information. Check these resources out:
<https://www.mwcia.org/Brochures>;
<https://www.mwcia.org/newsfeed>
- As we get pulled in more and more directions, perhaps a learning at your own pace is the preferred method to get information. We offer [online computer based training \(CBT\) modules](#) specifically designed to learn at your own pace and walk you through our applications or tools.

Our goal is to provide flexible and useful educational opportunities for you – no matter what your preferred learning style happens to be.

[Circular Letter 17-1705](#)

WCSTAT Header Record – Basis of Deductible Calculation Code – Code 12 Added

[Circular Letter 17-1704](#)

2016 Test Audit Summary Report

[Circular Letter 17-1703](#)

Experience Modification Computer Based Training (CBT) from MWCIA

[Circular Letter 17-1702](#)

Enhancement to Experience Mod History – Carrier Notifications

[Circular Letter 16-1701](#)

4-1-2017 Assigned Risk Rates

[Circular Letter 16-1700](#)

Frequently Asked Questions Regarding NCCI Item B-1429 – Establishment of Audit Noncompliance Charge - Minnesota

Important Dates & Deadlines:

- MN Contractors Premium Adjustment Program (MCPAP)
 - 2018 MCPAP
 - Does not automatically renew! Applications received with a postmark after 4/1/2017 will have a late penalty applied.
 - Average Hourly Wage: \$26.00
 - The MCPAP factors for 2017 have been calculated and sent out.
- Effective 1/1/2017 the Split Point is:
 - \$16,250
- Effective 1/1/2017 the State Per Claim Accident Limitation is:
 - \$220,500 Single
 - \$441,000 Multiple
- Minimum & Maximum Payrolls
 - Minimum: \$53,352
 - Maximum: \$213,408
 - Family: \$16,016

Gift Card Anyone:

During this decade “shag” had multiple meanings including hairstyles and carpeting... Four on the Floor was very popular... A mathematician created one of the most popular games, and kids everywhere were listening to a band that shared its name with a royal while playing a video game with their besties... what decade was it?

Spotlight on Minnesota State Special Classification Codes 8036 - Hardware Store Retail Exclusively and 8029 - Hardware Store - Wholesale, or Combination of Retail & Wholesale

As Minnesota is an independent bureau state with our own set of manuals outlining rules and guidelines for policy issuance, classification assignments, experience rating rules, and statistical reporting requirements, we do receive questions from time to time wondering about the reasons why a particular state exception exists, or when a certain class or rule deviation began, etc. One of the most common questions we receive is regarding the application of Classification Codes 8036 and 8029. These two codes are Minnesota state specials, meaning the national code that addresses similar exposures does not apply in Minnesota. These codes would be analogous to NCCI's 8010- Store-Hardware, 8046- Store-Automobile Parts and Accessories NOC and Drivers, and even 8380- Automobile Service or Repair Center and Drivers and 8748- Automobile Salespersons in some instances. Recall the Basic Manual rule that states that when you are trying to determine a retail versus wholesale classification, the Manual recommends that you look at the gross receipts. If the majority of sales are on a wholesale basis or sales are a combination of retail and wholesale, use the wholesale classification. For the purpose of this discussion, you would assign 8036 for your retail operations and code 8029 for your wholesale or retail/ wholesale operations.

Codes 8036 and 8029 are mercantile classifications and are assigned to a variety of different operations. Neither of these codes include clerical employees or drivers, so please separately rate those exposures. Code 8036 is most frequently assigned to variety item hardware stores including businesses that rent homeowner tools and hardware. You would expect to see lawn and garden items, household tools, pool supplies, and other homeowner necessities. Businesses that sell these types of items on a wholesale basis are assigned to code 8029. 8036 also includes businesses that sell retail automotive parts. It should be noted that businesses that perform machining of such parts should separately rate those operations to code 3632- Machine Shop NOC. For wholesale automobile parts, assign code 8029. Code 8029 also does not consider machining of parts, and that exposure should again be separately rated to code 3632.

Another common use of code 8036, and maybe one that causes the majority of questions, is the application of this class to businesses that sell inboard/outboard boats, motorcycles, ATVs, and snowmobiles. Inland boat dealerships not operated in conjunction with a marina are assigned to class code 8036. This includes sales, set up,

A winner of a \$10 gift card will be drawn from the first ten correct responses that are emailed to: newsletter@mwcia.org.

Last Quarter's Answer: A cuddly cat.
Last Quarter's Winner: Barbara Beloungy with American Family

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MWCIA News is a periodic publication of the Minnesota Workers' Compensation Insurers Association as a service to its members and the workers' compensation industry. Please direct any questions, comments or suggestions for articles you may have concerning this publication to:

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and maintenance. Motorcycle dealerships, snowmobile dealerships, ATV dealerships are also all assigned to class code 8036. Minnesota does not permit sales staff to be separately rated to standard exception code 8748- Automobile Salespersons for these types of operations. Businesses that operate as specialty small engine repair shops of lawn mower motors, boat, ATV, or snowmobile engines, are assigned to code 3632- Machine Shop NOC.

As Jen Wolf researched the introduction and use of code 8036, she was only able to track back to 1931. That's not actually too bad considering the workers' compensation program began here in 1913. Sometimes it is difficult to identify when a class code or state special rule was introduced.

Have more workers' compensation questions like this? Email our [underwriting department](#).

MWCIA Website has converted to HTTPS

MWCIA has converted our website to the **https** protocol. When you visit MWCIA's website (which hosts the OAR application, among other applications), the address in the top line of your browser should now display an additional "s" after the http. You are probably familiar with the "https://" prefix as it is used on many popular websites. Conversion to https is a recommended security practice and creates a more trustworthy website. This means that along with the multiple layers of security that our applications already have, we now have the added benefit the site will transport your data more securely.

So how does that extra "s" transport your data more securely? The data is now encrypted in both directions, both to and from the web server. It also provides an authentication of our websites and servers which helps prevent against specific types of hacking.

Attempts to access the old http site using an existing bookmark will be redirected to our new https site. Saved bookmarks for our website will work but only temporarily. **We strongly recommend that you delete saved bookmarks with the old http address and create new bookmarks with the new https address.**

Please note that the Online Assigned Risk (OAR) web application has also been updated to use https. Any saved bookmarks for that web application should be replaced as well.

WCCRIT error reporting in Manage USR

The Workers' Compensation Insurance Organizations (WCIO) publishes the Workers' Compensation Criticism Information (WCCRIT) standard for its member organizations to use when an error or discrepancy is found in submitted unit statistical report (USR) data. MWCIA

provides USR post-submission error reports in WCCRIT, as well as PDF and Excel formats, in our Manage USR application. Simply follow the steps below to log in to Manage USR and access post-submission error reports for submitted USR data. For more information on the WCCRIT format, see the WCIO website located at www.wcio.org.

- Enter your username and password into "Carrier Web Membership Log In".
- Select "Manage USR System", under "User Products".
- Enter your search criteria in the General Search screen and click Search, or select a different search type from the left menu.
- From your search results, click the checkbox or boxes in the leftmost column to select a USR or USRs. Post-submission error reports will only exist for USRs that are "Accepted With Warnings" or "Rejected".
- Click the down-arrow next to the Error Report button above the search results, and select your desired error report format. Or to view a single USR error report, click the rightmost Actions drop-down for that USR, move your mouse over the Error Report option, and select your desired format.
- In the pop-up window in your browser, choose to open or save the error report file. You may print the file as needed.

How to log into Online Assigned Risk (OAR)

A new Computer Based Training for How to Log on to OAR Program available on our website and can be found [here](#). The training covers all the different ways there are to log into OAR.

An important note: The blue box inside the picture on our home page is not for signing into Online Assigned Risk (OAR), it is for Carrier Web Membership Log In. Please look immediately below the scrolling images on the right hand side of the page and you will see two large words in blue that say "Assigned Risk". Please click on the topmost link underneath those words that says "Online Assigned Risk (OAR) Plan Application". This will take you to the log in site for Online Assigned Risk.