



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.

October 2018

3rd Quarter 2018 Issue

In This Issue

- **President's Message**
[Page 1](#)
- **Data Reporting – The Good, The Bad, and the Avoidance of Re-Work Part II**
[Page 2](#)
- **MN Work Comp Forum**
[Page 2](#)
- **Noteworthy Names and Departments for Work Comp Help at DLI**
[Page 3](#)
- **36th Annual MWCIA Golf Outing**
[Page 3](#)
- **Rumor Has It...**
[Page 4](#)
- **How to Obtain Minnesota Experience and Merit Rating Information**
[Page 5](#)

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 18-1739](#)
- [New WCUNDERWRITING Web Service Product](#)**
- [Circular Letter 18-1738](#)
- [NCCI Items R-1414 and R-1414-A – Amendment to Item R-1414 – Revisions to Retrospective Rating Plan Manual Appendix B and All Related Rules and Endorsements](#)**

President's Message



The MWCIA just finished hosting the Fall meetings of three organizations, the American Cooperative Council on Compensation Technology (ACCCT), Compensation Data Exchange (CDX) and Workers' Compensation Insurance Organizations (WCIO) in St. Paul. More than 50 people participated from all Data Collection Organizations (DCO) from all the Independent Bureau States as well as NCCI and ISO.

The purpose of these meetings

was to share ideas and reporting standards to make data reporting and ratemaking processes as consistent as possible for our member carriers. We set and publish reporting formats and standards, provide on-line training to members and develop initiatives and implement enhancements in technologies to better serve our members.

Over the next few months, members of the WCIO will be revisiting our purpose and core functions. Now is a great time to reach out to your closest DCO to share some of the ways you would like to see WCIO focusing resources and efforts on in the upcoming years.

We successfully completed another Annual Golf Outing at Crystal Lake in Lakeville, which always provides a great opportunity for member carriers and agents and regulators to meet over a relaxing round.

We also had a successful revamped 2nd version of a public Workers' Compensation Forum which we coordinate with the WCRA, and the Minnesota Departments of Labor & Industry and Commerce. We had great turnout there with wonderful sponsors which allowed us to provide a full day of CE education on various topics with no charge to attendees.

Have a great Fall and talk to you again in 2019!

[Circular Letter 18-1737](#)

1-1-2019 Assigned Risk Rates

[Circular Letter 18-1736](#)

NCCI Item E-1405 – Revisions to Experience Rating Plan Manual Rules and the Notification of Change in Ownership Endorsement

[Circular Letter 18-1735](#)

2019 Minnesota Ratemaking Report

[Circular Letter 18-1734](#)

MWCARP Announcement – SFM Risk Solutions, Inc. dba "Superior Point"

[Circular Letter 18-1733](#)

Final Reminder on Revisions to the Minnesota Statistical Plan Manual – Unit Statistical Report Fining

[Circular Letter 18-1732](#)

NCCI Item B-1436– Revisions to Basic Manual Classifications and Appendix E—Classification by Hazard Group

[Circular Letter 18-1731](#)

Second Reminder on Revisions to the Minnesota Statistical Plan Manual – Unit Statistical Report Fining

[Circular Letter 18-1730](#)

2017 Annual Report

[Circular Letter 18-1729](#)

MWCARP – 4-1-2018 Assigned Risk Plan Rates and Miscellaneous Values Pages – REVISED

[Circular Letter 18-1728](#)

MWCARP – Transition Notice – To All Assigned Risk Plan Policyholders Serviced by RTW, INC

[Circular Letter 18-1727](#)

Reminder of Carriers' Obligation to Report Wage Continuation Payments

[Circular Letter 18-1726](#)

Reminder on Revisions to the Minnesota Statistical Plan Manual – Unit Statistical Report Fining

[Circular Letter 18-1725](#)

2017 Test Audit Summary Report

[Circular Letter 18-1724](#)

Revised Minnesota ERM-14 (Confidential Request for Ownership Information)

Important Dates & Deadlines:

- MN Contractors Premium Adjustment Program (MCPAP)
 - 2019 MCPAP Application is available on the MWCIA website.
 - Does not automatically renew! Applications received with a postmark after 4/1 will have a late penalty applied.
 - Average Hourly Wage: \$27.00
 - [Online Training for MCPAP](#) – Found in Online Training under the "Underwriting" section
- Effective 1/1/2018 the Split Point is:
 - \$16,500
- Effective 1/1/2019 the Split Point is:
 - \$16,500

Data Reporting - The Good, The Bad, and the Avoidance of Re-Work Part II

"If you don't have time to do it right, when will you have time to do it over?" Albert Einstein

Have you ever had a submission reject and you were not sure why it rejected because the message was not clear? In these instances, one of the main reasons for a submission to reject is because there is an "unprintable" character that the computer cannot process.

These "unprintable" characters are also known as High ASCII or Extended ASCII.

ASCII stands for American Standard Code for Information Interchange, which is a character encoding standard for electronic communication. Some examples include special characters (½, ®, ©), foreign letters (é, ä, ñ), bullet points (•), degree symbol (°), and superscripts (™). Basically any character that is NOT on your keyboard. These characters are created by using "Alt" plus a numeric code or can be selected by inserting symbols.

Because computers move through their processes with numbers as their language (not letters or punctuation) to get them to work with text we need to represent each and every character as a number. ASCII codes represent text in computerized devices from submission files on your desktop to the text on your cell phone.

Every text file that you read and write goes through a process where it is actually stored, loaded into memory and manipulated as a sequence of numbers. When the computer displays the data on screen as text, it changes the numbers into characters so we can understand it.

So what does this mean for your submission?

The computer can only read "printable" characters which are mainly the characters available on your keyboard. If you add any of the special characters, the computer will not be able to read your submission and it will reject.

An easy way to make sure this doesn't happen to you, is to alter your submission to remove the special characters. For example: you have an insured with the name "café". Please enter the name as "cafe" without the accent mark so your file does not reject.

Minnesota Work Comp Forum

The Minnesota Work Comp Forum was held on Friday 9/21/18 and jointly presented by the Workers' Compensation Reinsurance Association (WCRA) and the MWCIA.

The event was the first education-based day put on by the organizations with Continuing Education credits offered to attendees.

Thank you to the 14 sponsors including the MN Departments of Labor and Industry and Commerce who helped to underwrite the entire day and keep this educational forum free to the industry. The event was a success and attended

- Effective 1/1/2018 the State Per Claim Accident Limitation is:

- \$221,500 Single
- \$443,000 Multiple

- Effective 1/1/2019 the State Per Claim Accident Limitation is:

- \$221,000 Single
- \$442,000 Multiple

- Minimum & Maximum Payrolls

Effective Until 1/1/2019 – Assigned Risk & Standard Market

- Minimum: \$54,132
- Maximum: \$216,528
- Family: \$16,224

Effective 1/1/2019 – Assigned Risk & Standard Market

- Minimum: \$56,004
- Maximum: \$224,016
- Family: \$16,796

Gift Card Anyone:

Ok I'll throw out an easy one just to see if anyone is still looking to win a free \$10 from Amazon:

How many online computer based trainings does MWCIA offer?

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:

Itasca State Park

Last Quarter's Winner: Heather Schultz of Carlton Agency

by more than 230 guests. It was a fun day full of networking, education and good food.

Look for another Forum in 2020.

Noteworthy Names and Departments for Work Comp Help at DLI

(sourced from the DLI Compact Newsletter for complete articles please use link.)

Jessica Stimac to lead DLI's Office of General Counsel

Jessica Stimac has been named the new director of the Department of Labor and Industry's (DLI) Office of General Counsel. The Office of General Counsel provides overall internal policy and administrative support, as well as assistance to the commissioner in proposing, evaluating and drafting legislation. It also provides legal assistance to staff members and to employers, employees, insurers, attorneys and others concerning legal issues under the authority of DLI.

Pam Carlson to lead Office of Workers' Compensation Ombudsman

Pam Carlson has been named to lead the Department of Labor and Industry's (DLI's) Office of Workers' Compensation Ombudsman. The Office of Workers' Compensation Ombudsman is a separate entity within the Department of Labor and Industry. Its purpose is to inform, assist and empower injured workers and small businesses having difficulty navigating the workers' compensation system, to help resolve problems encountered in the system.

The Office of Workers' Compensation Ombudsman also recommends statute or rule changes to improve the effectiveness of the workers' compensation system.

Cut and paste link for the DLI Compact Newsletter: <https://www.dli.mn.gov/sites/default/files/pdf/0818c.pdf>

36th Annual MWCIA Golf Outing

The 36th Annual MWCIA Golf Outing took place on 7/12/18 at the Crystal Lake Golf Course. While on the outside it may seem odd to those new to the insurance industry to have events like this, those that have made the insurance industry their calling, know it's all about your network. This annual event provides excellent opportunities to grow and expand that network all while having a blast with your contemporaries.

It was well attended with plenty of laughs (Brian Bent making himself a target at hole 10 although he was too far away to get a good picture of it...), great food (steak buffet), drawings, and conversations about everything from experience mods (the split point is staying at 16,500) to our favorite fluffy pets (complete with photos and oohing and ahing).

I think the highlight of the day was Jeff Erager from Maguire Agency making one heck of a chip shot from the fringe. As this editor was part of that group, I can say with certainty it was definitely a WOW moment.

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Rumor Has It...

Welcome to the section of the newsletter that gives the different departments a spot to give a quick update about what is going on that may affect you or your insureds.

Underwriting:

No rumor about it! Assigned Risk rates will be effective 1/1/19. See [Circular 18-1737](#) for details.

We've had a couple of questions come up lately about what expenses are included in losses. Please refer to the [MN Statistical Plan Manual](#) – Part 4, D. for expenses excluded from losses.

Assigned Risk:

Audit Non-Compliance and Returned Applications:

The Assigned Risk Plan would like to remind agents and carriers that the audit non-compliance charge of twice the policy premium can be applied to an insured's policy for non-compliance with an audit. The other side effect of not complying with an audit is that you won't be able to get a policy put in force with the Assigned Risk Plan if there is an outstanding audit with your insured and the application will be rejected.

How do you know as an agent or insured which carrier is owed audit information? The letter that is sent back to you when you send in your application will state the name of the company, the policy number of the outstanding audit and the phone number for the carrier.

The carrier then has to release the information stating that the audit compliance has been met, or the money paid, before you can submit the application again.



How to Obtain Minnesota Experience and Merit Rating Information

Products	Who Can Use	How to Access	What Information is Available	For More Information
Employer Lookup	<ul style="list-style-type: none"> Anyone 	Access Employer Lookup product on MWCIA website.	<ul style="list-style-type: none"> Search for employer by name, street, zip, combo ID. View all experience rating history, including Minnesota Contractors Premium Adjustment Program (MCPAP) factor, primary insured name and any additional names, primary insured address and any additional addresses. 	https://www.mwcia.org/Exp-Rating https://www.mwcia.org/ExpMod/Employer/Search.aspx
Merit Rating History	<ul style="list-style-type: none"> Anyone 	Access Merit Rating History on MWCIA website	<ul style="list-style-type: none"> Search for employer by name, zip, coverage ID. View all merit rating history, including primary insured name and address. 	https://www.mwcia.org/OnlineServices/ARMeritEmployerLookup.aspx
Experience Mod History	<ul style="list-style-type: none"> MWCIA Member Carriers with a Web Membership account Agents with a Web Membership account 	Log in to Web Membership and select Experience Mod History.	<ul style="list-style-type: none"> Search for employer by name, combo ID, coverage ID, zip or effective date. Carriers can also search by carrier, policy number, policy effective date, notification date or new/revised ratings. View all experience rating history (including MCPAP factor), primary insured name and additional names, primary insured address and additional addresses. Download up to five years of ratesheet PDFs including MCPAP factor. Carriers can also download in Workers Compensation Insurance Organization (WCIO) WCRATING format. Carriers can choose to receive email notifications when new or revised ratings are available. 	https://www.mwcia.org/Exp-Rating https://www.mwcia.org/ExpMod/Document/Experience_Mod_History_User_Guide.pdf
WCUNDERWRITING Web Service	<ul style="list-style-type: none"> MWCIA Member Carriers with a Web Membership account 	Carrier developed system-to-system connection with MWCIA web service.	<ul style="list-style-type: none"> Provides up to five years of rating history for a coverage ID/FEIN, including merit ratings and MCPAP, current insured name(s), current insured address(es). Response is returned in WCIO WCUNDERWRITING XML format. 	https://www.mwcia.org/WebMembership/Files/WCUNDERWRITING_Web_Service_Implementation_Guide.pdf
CDX (Compensation Data Exchange) Experience Rating Worksheets (EXR)	<ul style="list-style-type: none"> Carriers with a CDX account and appropriate permissions 	Log in to CDX and access EXR product.	<ul style="list-style-type: none"> Search for worksheets by DCO, rating issue date, rating effective date, policy effective date, carrier, file number, policy number, employer name or rating type. View, print and/or save one or multiple rating worksheets. 	https://www.acct.org http://cbt.acct.org/cdxlp/
WCRATING Files Via CDX	<ul style="list-style-type: none"> Carriers with a CDX account and appropriate permissions 	Log in to CDX and set up WCRATING product and file locations as needed. Contact MWCIA to begin.	<ul style="list-style-type: none"> Receive WCRATING files with all ratings (including MCPAP factors and merit ratings) calculated on a given day for the carrier. File creation depends on carrier rating activity. MWCIA sends WCRATING files to CDX two days after ratings are calculated. 	https://www.acct.org http://cbt.acct.org/cdxlp/



How to Obtain Minnesota Experience and Merit Rating Information

Products	Who Can Use	How to Access	What Information is Available	For More Information
Hardcopy Experience Ratesheets via US Mail	<ul style="list-style-type: none"> ▪ Carriers (who have not opted out of receiving hardcopy ratesheets) ▪ Employers 	Hardcopy ratesheets are mailed via US Mail.	<ul style="list-style-type: none"> ▪ Hardcopy ratesheets are mailed upon calculation to employers and carriers. Carriers may opt out of receiving hardcopy ratesheets. ▪ A \$5 fee per ratesheet is charged to carriers who have not opted out. 	https://www.mwcia.org/Exp-Rating
ARROW Average Experience Modification	<ul style="list-style-type: none"> ▪ Anyone (Statewide data only) ▪ MWCIA Member Carriers with a Web Membership account (Statewide and carrier specific data) 	Access ARROW on MWCIA website or log in to Web Membership and select ARROW.	<ul style="list-style-type: none"> ▪ Query average experience modification data for the three most recent completed experience rating years. ▪ Data can be further grouped by industry group, premium range and region within the state of Minnesota. ▪ Query results are available in two downloadable forms of output: PDF and CSV (Comma Separated Value). 	https://www.mwcia.org/Pages/ARROW