



Wisconsin Compensation Rating Bureau

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GENERAL CIRCULAR LETTER 446 - DECEMBER 10, 2003

TO ALL MEMBERS OF THE BUREAU SPECIAL ATTENTION – UNIT STATISTICAL PERSONNEL

Electronic WCCNTL File Now Available

We are pleased to announce the availability of an electronic WCCNTL (Workers Compensation Control Listings) file function on our USTS application. This application can be found under the Products tab, in the Members Products area of our Web site (www.wcrb.org).

The purpose of the USTS tool is to provide our members the ability to search and track their carrier group's unit statistical report information from the "predelinquent" to "accepted" status. See General Circular 434, dated February 17, 2003`.

The addition of the WCCNTL download option now provides our members with the ability to download their carrier group's Predelinquent Unit Report listing. Previously, this listing was provided by WCRB as a monthly report, sent hard copy, to all our unit stat contacts.

IMPORTANT NOTE: Effective April 1, 2004, the monthly hard copy report of WCCNTL will no longer be produced and mailed by WCRB. It is extremely important that those reporting unit statistical information have access into our Members Products area. If you do not already have access to USTS, contact your company's group administrator and request access to this data-reporting tool. If your company does not already have a Group Administrator for our Web site, or you are unsure who your Group Administrator is, you are encouraged to contact the WCRB Webmaster at wcrbwebmaster@wcrb.org to obtain the application and/or information necessary.

We hope this tool will prove to be beneficial to our members. If you have any questions regarding this enhancement, please direct them to Kay Higgins at kay.higgins@wcrb.org.