



Wisconsin Compensation Rating Bureau

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GENERAL CIRCULAR 505—MAY 4, 2007

TO: Members of the Bureau
FROM: Elizabeth Rohde and Sara Shackelford
RE: Electronic Submission Tracking Web Application

ATTENTION: Electronic Policy Reporting Personnel

The WCRB is pleased to announce the addition of the Electronic Submission Tracking product found in the Member Products area of the WCRB Web site. This product provides carriers with the ability to search for and track the test status for electronic reporting of WCPOLS data for their group on a per submission basis. Carriers are able to select from the following search criteria:

- **View Submission List**

This search returns a list of all submissions sent by your carrier/carrier group for the purpose of seeking approval to submit production transactions electronically.

- **Search Submission**

This search returns a list of all submissions sent by your carrier/carrier group for a specific status. The available statuses are: File Received, Testing in process, and Completed.

- **View Approved Transaction Summary**

This search returns a list of transactions your carrier/carrier group has been approved to submit electronically and the approval date of each transaction type. This list is updated nightly.

The View Feedback option on the Edit Test Submission screen gives both the WCRB and the Carrier the ability to read and enter feedback as well as attach documents corresponding to a specified test submission.

For more information, please contact

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