



Wisconsin Compensation Rating Bureau

GENERAL CIRCULAR LETTER 537—MARCH 27, 2009

TO: Members of the Bureau
FROM: Kay Higgins
RE: Update to Web BEEP—Force USR Option

SPECIAL ATTENTION: UNIT STATISTICAL PERSONNEL

Announced in Circular 529, the WCRB will discontinue accepting hard copy unit statistical reports effective July 1, 2009. As part of this enhancement, we have made a change to the validation process of Web BEEP. Effective immediately, the “Force” option has been activated and is available for use in Web BEEP for the creation of Wisconsin unit reports.

Previously in BEEP, Wisconsin users who created a correction report for the purposes of trying to respond to a WCRB Reject Letter would receive an error message at validation of the newly created correction report. The error message advised the user of the known error in the previous record’s detail. The newly created correction report would fail edits, and consequently, could not be submitted electronically. To allow for the creation and processing of correction reports to original reports created outside of BEEP, that have failed edits and been rejected by WCRB, the “force” option has been enabled for Wisconsin.

The “Force” feature, currently used by some of the other ACCCT partners, allows carriers the ability to bypass Web BEEP edits and force the unit report into a passed status. Once in a passed status the unit report can be transmitted electronically to WCRB through CDX.

Information on this validation option in Web BEEP can be found in the Web BEEP User’s Guide; Section IV; How to View/Edit/Delete/Create/Add USRs; Validating Unit Statistical Reports; Forcing USRs to Passed Status. <https://www.accct.org/BEEP/help.pdf>

Unit reports that have been forced are specially tagged so that they may be monitored by the Bureau. This tag is part of the WCSTAT Header Record (position 249) and is automatically set by Web BEEP when the user invokes the force option. The Wisconsin Statistical Plan and the WCIO Data Specifications Manuals will be updated to include Wisconsin’s applicability to the “RESERVED FOR BEEP USE EDIT BYPASS CODE” to document and accommodate this change.

IMPORTANT NOTE: Although we have enabled this feature, if upon receipt and processing by WCRB additional data quality edits fail, you may still receive correspondence from the Bureau via Manage USR.

If you have any questions, contact Kay Higgins at 262-796-4570, or via e-mail at kay.higgins@wcrb.org.