



Wisconsin Compensation Rating Bureau

262-796-4540 ▲ Fax 262-796-4400 ▲ www.wcrb.org

P.O. Box 3080 ▲ Milwaukee, WI 53201-3080

Located at 20700 Swenson Drive, Suite 100, Waukesha, WI 53186

GENERAL CIRCULAR LETTER 563 — October 28, 2010

TO: Members of the Bureau
FROM: Elizabeth Rohde and Sara Shackelford
RE: Record Type Code 84 – State Premium Change Record
Record Type Code 85 – Policy Information Page Supplemental Data Element(s)
Change Endorsement Record

SPECIAL ATTENTION: POLICY REPORTING PERSONNEL

Effective May 19, 2010, the Workers Compensation Insurance Organization (WCIO) adopted changes to the Workers Compensation Policy Tape Reporting Specifications Manual (WCPOLS), which included the new Record Type Codes 84 and 85. Record Type Code 84 accommodates changes to the policy premium information not included in Record Type Codes 09, 10, and 87. Record Type Code 85 accommodates changes to the Information Page that are not included in Record Type Code 87. These records are reported in conjunction with Transaction Code 03. The Wisconsin Compensation Rating Bureau (WCRB) can now accept the new record.

The data format for this record is also available for PEEP entry. PEEP is a product of the ACCCT (American Cooperative Council on Compensation Technology).

Because there is now a method to report these changes using PEEP or through your own system, and either via endorsement or a change transaction, there is no longer a need for carriers to send hard copy to the WCRB. If you are sending hard copy, please contact us to make arrangement for the switch to electronic submission by November 10, 2011. Failure to do so will result in our returning the paper to you.

If you have any questions regarding this information, please contact:

Sara Shackelford—262-796-4574—sara.shackelford@wcrb.org OR
Elizabeth Rohde—262-796-4551—betty.rohde@wcrb.org