



Data Now Program (DNP) Addressing Standard Unit Edits

Key Takeaways

- Obtain excellent quality by understanding standard edits
- Utilize resources to resolve unit edits
- See the claim's complete picture with the History tab in **Unit Data Collection (UDC)**
- Use the three-step process—Identify, Research, and Correct

Chapter 1: Understanding Standard Edits

Standard Edits

Standard edits are quality checks intended to verify submitted data's:

- Validity
- Accuracy
- Completeness

Edit Type

There are four different types of standard unit edits:

- Field—verify the value in a field is acceptable
- Logical—verify that the data is reasonable compared to other fields
- Relational—compares a unit to data in another field in the same submission or in the NCCI database
- Net—compares a unit to data on the NCCI database

Data Grades

Data grades represent the severity of the error on a unit.

Data Grade	Severity	Description
9	Reject	Not used at NCCI or loaded to the NCCI database
5	Priority Critical Error	Loaded to the NCCI database. Not used in core products or services.
4	Priority Error	Loaded to the NCCI database. Used in core products or services.
3	Default Error	NCCI corrects data with defaulted value.
2	Suspect Error	May or may not be reported incorrectly.



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Reports

Use NCCI’s data reports to identify errors and their severity, conduct research, and make necessary corrections.

Prior to Loading to Database	After Loading to Database
Pre-Edit Service Submission Results Report Load individual files to fix errors before loading to database.	Unit Submission Results Report Load individual files to database.
Pre-Edit Tool Submission Results Report Load individual files and edit online before loading to database.	Unit Daily Submission Results Report. Delivered once a day including online and electronic submissions.
	Customer-Generated Reject and Error Report On demand report run with selected criteria.
	Monthly Outstanding Error Report Delivered once a month including outstanding data grade 4 (Priority) and 5 (Priority Critical) errors.

Three-Step Process

Use the three-step process to address your edits.

1. Identify edits using resources available
 - a. **Data Reports**
 - b. **Data Manager Dashboard**
2. Research root cause of error
 - a. You may need to review history across report levels
 - b. Refer to the Unit Edit and Validation Matrix for more information on the edit
 - c. If needed, refer to the **Statistical Plan** and **Unit Statistical Reporting Guidebook** for reporting rules and examples
3. Correct online or electronically
 - a. Online—**Pre-Edit Tool** or **Unit Data Collection (UDC)**
 - b. Electronically—submit files using **Data Transfer via the Internet (DTVI)**



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Chapter 2: Edit 0084-01

Edit Message

- FEIN Is Not Numeric

Identify

- Identify edit using the Unit Pre-Edit Service Submission Results Report

Cov Prvdr ID	Policy Number	Pol Eff Dt	State	Insured Name	Rpt Nbr	Corr Seq Nbr	NCCI Corr Seq Nbr	Admin Nbr	Data Grade	Record in Error	Claim Nbr/ Class Code	Field in Error	Edit Nbr / Type Code	Reported Value	Defaulted Value
40743	DNPEXAMPLE1A	01/01/2014	01-AL	0084-01 SHOULD FIRE	1	0	0	23278D5797	3	H		FEIN	0084-01	XXXXXXXXXX	000000000

Edit Message / Validation Desc: DATA IS NOT NUMERIC

1. Edit 0084-01 flagged
2. FEIN defaults to all zeroes because NCCI cannot load alphabetic characters to a numeric field

- No action needed unless the defaulted value is incorrect



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Chapter 3: Edit 0286-05

Edit Message

- Previously Reported Data Must Find Existing Matching Fields

Identify

- Identify edit using the Unit Submission Results Report

Unit Submission Results Report															Page 2 of 49	
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY																
Submission ID: 3736280																
Cov Prvdr ID	Policy No	Pol Eff Dt	State	Insured Name	Rpt Nbr	Corr Seq Nbr	NCCI Corr Seq Nbr	Admin Nbr	Data Grade	Record in Error	Claim Nbr/Class Code	Error Type	Edit Nbr / Type Code	Reported Value	Defaulted Value	Sbmn ID
45856	DNPEXAA	01/01/2015	12-IL	DNP 0286-05	2	0	0	23321A7209	9	L	CLM1		0286-05	C		3736280
Edit Message / Validation Desc: PREVIOUSLY REPORTED DATA MUST FIND EXISTING MATCHING FIELDS																

1. Edit flags because the Loss matching fields on the P or D record for the correction report do not match those that were previously reported
2. Note the state and Policy Effective Date—Illinois and 1/1/2015
3. Note the claim number in error—CLM1

Research

- Need to gather more information from the *Unit Statistical Reporting Guidebook*
- Note matching fields are Claim Number and Accident Date

All States Except MD and VA	<ul style="list-style-type: none"> • Claim Number • Accident Date
TX—Policies Effective 01/01/15 and Subsequent	
MD and VA Only—Policies Effective 06/01/14 and Subsequent	<ul style="list-style-type: none"> • Claim Number • Accident Date • Loss Condition Code: Type of Claim—Only used for Code 05—Excess Benefits
TX—Policies Effective 10/01/08 Through 12/31/14	<ul style="list-style-type: none"> • Claim Number • Accident Date • Loss Condition Code: Act • Loss Condition Code: Type of Claim
MD and VA Only—Policies Effective 10/01/08 Through 05/31/14	<ul style="list-style-type: none"> • Claim Number • Accident Date • Loss Condition Code: Type of Claim
MD, TX, and VA—Policies Effective Prior to 10/01/08	<ul style="list-style-type: none"> • Claim Number • Accident Date • Loss Condition Code: Act • Loss Condition Code: Type of Loss • Loss Condition Code: Type of Recovery • Loss Condition Code: Type of Claim • Vocational Rehabilitation Indicator • Jurisdiction State Code (required only if different from the exposure state)



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- Confirm if criteria are met for matching fields

Pol Nbr DNPEXAMPLE2A0	Pol Eff 01/01/2015	State IL-12 URC	Rpt Nbr 1	Curr DG 0
Carrier 45856-NCCI TRAINING COMPANY				

1. Claim number and Date on 2-0 where error occurred.

Claim Nbr	Accident	Class Cd	Inj Type	Claim Status	Rpt Nbr	Corr Seq
CLM1	01/03/15	8810 i	05 i	1 i	2	0

- Confirm 2nd report (2-0) report to original 1st (1-0) report in **Unit Data Collection**

1-0:

Claim Nbr	Accident	Class Cd	Inj Type	Claim Status	Rpt Nbr	Corr Seq
CLM1	03/01/15	8810 i	05 i	1 i	1	0

1. The Accident Dates at the 1st and 2nd reports are not consistent

Correct

- What values should we report on the correction?
 - Accident Date = [enter value]



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Chapter 4: Edit 0282-20

Edit Message

- Data Is Inconsistent Across Report Levels

Identify

- Identify edit using the Unit Submission Results Report
- Note that net edits do not flag in the Pre-Edit Service

Unit Submission Results Report														Page 30 of 47			
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY																	
Submission ID: 3736281																	
Cov Prvdr ID	Policy Number	Pol Eff Dt	State	Insured Name	Rpt Nbr	Corr Seq Nbr	NCCI Seq Nbr	Admin Nbr	Data Grade	Record in Error	Claim Nbr/Class Code	Field in Error CLASSIFICATION CODE	Edit Nbr / Type Code	Reported Value	Defaulted Value	Sbmn ID	
45856	DNPEXAMPLE3A0	01/01/2015	12-IL	DNP 0282-20	1	1	1	23321A8376	5	L	CLM1		0282-20	8742		3736281	
		Edit Message / Validation Desc: DATA IS INCONSISTENT ACROSS REPORT LEVELS															
45856	DNPEXAMPLE3A0	01/01/2015	12-IL	DNP 0282-20	2	0	0	23321A7355	5	L	CLM1	CLASSIFICATION CODE	0282-20	8810		3736280	
		Edit Message / Validation Desc: DATA IS INCONSISTENT ACROSS REPORT LEVELS															

- Class Code 8742 was reported at 1st report and Class Code 8810 at 2nd report
- Note Claim Number in error (CLM1)

Research

- View the Unit Statistical Edit and Validation Matrix

UNIT STATISTICAL EDIT AND VALIDATION MATRIX—PRODUCTION (September 22, 2021 Release)											
Record Type	Edit Number/Type Code	Data Grade	Data Field	Edit Message/Validation Description	Edit Description/Validation Summary	Report Type	Edit Type	URE/Pre-URE	Applicable States	Excluded States	Change Effective Date/Changes
5	0282-20	5	Class Code	DATA IS INCONSISTENT ACROSS REPORT LEVELS	<p>The Class Code must be reported consistently across all report levels for this claim.</p> <p>When an inconsistency exists, this edit will identify all occurrences of the claim with an error until the inconsistency is resolved.</p> <p>To resolve the inconsistency, either correct this data field on the most recently reported claim or on the earliest report level where the claim exists and is inaccurate, then work forward on subsequent report levels.</p> <p>NOTE: This edit is only applicable for Policy Effective Dates of January 1, 2006 and forward.</p> <p>Associated Relational Edit 0282-17</p>	1st Correction - Exposure and Claim/Loss, 1st Correction - Exposure, 1st Correction - Claim/Loss, Subsequent Correction (2-10)	Net	Both	All		<p>12/15/2015—Updated the Error Message.</p> <p>12/20/2012—Updated the Error Message.</p> <p>09/09/2010—Additional net edit added.</p>

- Note the instructions in the Edit Description/Validation Summary



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- View History in **Unit Data Collection (UDC)**

Details	DG	Update Type	Claim Nbr	Accident	Class Cd	Inj Type	Claim Status	Rpt Nbr	Corr Seq	Activity Status
	0	R	CLM1	03/01/15	8810		1	1	0	
	2	C	CLM1	03/01/15	8810		1	2	0	
	2	C	CLM1	03/01/15	8742		1	1	1	

- The 1st and 2nd reports show Class Code 8810
- Class Code 8742 reported on the correction to the 1st report

Correct

- Which claim needs to be corrected? [Enter answer here]
- Name two ways we can correct this edit
 - [Enter answer here]
 - [Enter answer here]



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Chapter 5: Edit 0282-14

Edit Message

- Corresponding Exposure Classification Code Is Missing for This Loss Record or the Exposure Contains All Zeroes

Purpose

- Identifies inconsistent Class Code between Loss and Exposure records

Identify

- Identify edit using the Unit Pre-Edit Tool Submission Results Report

Unit Pre-Edit Tool Submission Results Report												Page 2 of 16			
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY															
Submission ID: 3736283															
Cov Prvdr ID	Policy Number	Pol Eff Dt	State	Insured Name	Rpt Nbr	Corr Seq Nbr	NCCI Corr Seq Nbr	Admin Nbr	Data In Error	Record in Error	Claim Nbr/ Class Code	Field in Error	Edit Nbr/ Type Code	Reported Value	Defaulted
45856	DNPEXAMPLE4A0	01/01/2014	12-IL	DNP 0282-14	1	0	0	23321A8522	1		CLM1	CLASSIFICATION CODE	0282-14	8742	2
Edit Message / Validation Desc: CORRESPONDING EXPOSURE CLASSIFICATION CODE IS MISSING FOR THIS LOSS RECORD OR THE EXPOSURE AMOUNT CONTAINS ALL ZEROS															

- Note the Claim Number with the edit CLM1.
- Note reported value 8742.

Research

- Review Exposure and Loss records

Exposure Record										
Update Type	Expos Act	Class Cd	Subj ER	Expos Amt	Manual Rate	Prem Amt	Exp Mod	Mod Eff	Rate Eff	
R	1	8810	Y	5,000,100	0002.000	100,002	1.000	01/01/14	01/01/14	

Loss Record										
DG	Update Type	Claim Nbr	Accident	Class Cd	Inj Type	Claim Status	Rpt Nbr	Corr Seq		
5	R	CLM1	07/01/14	8742	2	1	1	0		

- Class Code on Exposure is 8810
- But Class Code on Loss is 8742



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Correct

- Name two ways we can correct this edit
 1. Change Class Code to [enter Class Code] on the [select exposure or claim]
 2. Change Class Code to [enter Class Code] on the [select exposure or claim]



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Chapter 6: Edit 9905-12

Edit Message

- A Claim Has Been Deleted or Reduced to \$0 but Not at All Report Levels; Either Delete the Claim or Ensure an Update Type Code of A, C, or R Exists for this Claim at All Report Levels

Purpose

- Suspect edit—identifies data that may or may not be correct
- This edit flags when claims are potentially deleted incorrectly at a report level

Identify

- Identify edit using the Customer-Generated Unit Reject and Error Report

Unit Submission Results Report													Page 30 of 47	
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY														
Submission ID: 3736281														
Cov Prvdr ID	Policy Number	Pol Eff Dt	State	Insured Name	Rpt Nbr	Corr Seq Nbr	NCCI Corr Seq Nbr	Admin Nbr	Claim Nbr/Class Code	Field In Error	Edit Nbr / Type Code	Reported Value	Defaulted Value	Sbmn ID
45856	DNPEXAMPLESAD	01/01/2016	12-IL	DNP 9905-12	3	1	1	23321A8449	CLAIM1	MISCELLANEOUS LOSS (CLAIM) EDI	9905-12	Incur Indem 000001000	Incur Med 000000500	3736281
2					1									
Edit Message / Validation Desc: A CLAIM HAS BEEN DELETED OR REDUCED TO \$0 BUT NOT AT ALL REPORT LEVELS; EITHER DELETE THE CLAIM OR ENSURE AN UPDATE TYPE CODE OF A C OR R EXISTS FOR THIS CLAIM AT ALL REPORT LEVELS														

1. Note specific Claim Number with an edit
2. Note the report level on which the edit occurred

Research

- Review the claim details for each report level
- Two situations will cause this edit to flag
 - Deleting the claim at a single report level
 - Reducing the Incurred Losses to \$0
- General rule of thumb: If there are losses reported at other report levels, the behavior is expected to be consistent across report levels
 - Exceptions:
 - Some type of non-compensable settlement
 - Or the claim is declared fully fraudulent



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- In this case, the claim was deleted only at the 3rd report level on a correction

DG	Update Type	Claim Nbr	Accident	Class Cd	Inj Type	Claim Status	Rep Nbr	Corr Seq
0	A	CLAIM1	02/01/16	8810	05	0	1	0
0	C	CLAIM1	02/01/16	8810	05	1	2	0
2	D	CLAIM1	02/01/16	8810	05	1	3	1
0	C	CLAIM1	02/01/16	8810	05	0	4	0
0	C	CLAIM1	02/01/16	8810	05	0	5	0

Correct

- Name two ways we can correct this edit
 - [Enter first way]
 - [Enter second method]



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Chapter 7: Edit 0075-03

Edit Message

- Experience Modification Factor Inconsistent for the Same Modification Effective Date

Identify

- Identify using the Unit Submission Results Report

 **Unit Submission Results Report** Page 31 of 49
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY
Submission ID: 3736280

Cov Prvdr ID	Policy Number	Pol Eff Dt	State	Insured Name	Rpt Nbr	Corr Seq Nbr	NCCI Corr Seq Nbr	Admin Nbr	Data Grade	Record In Error	Claim Nbr / Class Code	Field in Error	Edit Nbr / Type Code	Reported Value	Defaulted Value	Sbmn ID
45856	DNPEXAMPLE6A0	01/01/2014	12-IL	DNP 0075-03	1	0	0	23321A7865	4	E	8033	EXPERIENCE MODIFICATION FACTOR	0075-03	0.890		3736280
		Edit Message / Validation Desc: EXPERIENCE MODIFICATION FACTOR INCONSISTENT FOR THE SAME MODIFICATION EFFECTIVE DATE														
45856	DNPEXAMPLE6A0	01/01/2014	12-IL	DNP 0075-03	1	0	0	23321A7865	4	E	8742	EXPERIENCE MODIFICATION FACTOR	0075-03	0.890		3736280
		Edit Message / Validation Desc: EXPERIENCE MODIFICATION FACTOR INCONSISTENT FOR THE SAME MODIFICATION EFFECTIVE DATE														
45856	DNPEXAMPLE6A0	01/01/2014	12-IL	DNP 0075-03	1	0	0	23321A7865	4	E	8810	EXPERIENCE MODIFICATION FACTOR	0075-03	0.990		3736280
		Edit Message / Validation Desc: EXPERIENCE MODIFICATION FACTOR INCONSISTENT FOR THE SAME MODIFICATION EFFECTIVE DATE														

1. Experience Modification Factor differs for Class Code 8810

Note: Modification Factor must be the same for all Class Codes subject to experience rating with the same Modification Effective Date.

Research

- Review the exposures in *Unit Data Collection*

DG	Update Type	Expos Act	Class Cd	Subj ER	Expos Amt	Manual Rate	Prem Amt	Exp Mod	Mod Eff	Rate Eff	Split Period	Corr Seq	Activity Status
4	R	01	8033	Y	4,000,100	0001.000	40,001	0.890	01/01/14	01/01/14	0	0	
4	R	01	8742	Y	3,000,100	0001.000	30,001	0.890	01/01/14	01/01/14	0	0	
4	R	01	8810	Y	5,000,100	0001.000		0.990	01/01/14	01/01/14	0	0	

1. All three class codes have the same Modification Effective Date
2. Class Code 8810 has a different experience modification



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Correct

- Name three ways we can correct this edit

Fill in the corrected values:

	Method 1	Method 2	Method 3
Class Cd	[Enter field to change]	[Enter field to change]	[Enter field to change]
8033			
8742			
8810			



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Chapter 8: Edit 0029-15

Edit Message

- Accident Date Is Invalid for Extraordinary Loss Event Catastrophe Number

Identify

- Let's use the Data Manager Dashboard to identify our errors

Unit - 45856 - NCCI TRAINING COMPANY									
Outstanding Critical Edits - Data Grade 5 (Priority/Critical Edits) as of 10/06/2023 12:40 AM									
Sep 2023									
Carrier Code	Pol Nbr	Pol Eff Dt	State	Rpt Nbr	Corr Seq Nbr	Risk ID	Admin Nbr	Rcv'd Dt	Edit Nbr
45856	DINPEXAMPLE8A	11/22/2019	TX-42	1	0		23249C6267	09/06/2023	0029-15
Edit Message - Accident date is invalid for extraordinary loss event catastrophe number									

Research

- Review Edit Matrix for information on where to find a list of valid codes

5	0029-15	5	Catastrophe Number	ACCIDENT DATE IS INVALID FOR EXTRAORDINARY LOSS EVENT CATASTROPHE NUMBER	The Accident Date for the reported extraordinary loss event Catastrophe Number and Exposure and/or Jurisdiction State is invalid. Refer to the Unit Statistical Reporting Guidebook , Part 5-R, for extraordinary loss event Catastrophe Numbers and the corresponding Accident Date ranges. NOTE: Applies to Accident Dates December 1, 2019, and after.
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Data Now Program (DNP) Addressing Standard Unit Edits

- Review manual to see a list of valid codes

2. Extraordinary Loss Events

a. Instructions

An Extraordinary Loss Event (ELE) catastrophe is a significant loss event (accident) defined for workers compensation. An ELE catastrophe is determined by NCCI on a case-by-case basis.

When a catastrophe has been determined to be an ELE, NCCI issues a specific catastrophe number and outlines the qualifications and parameters for claims reported with the specific Catastrophe Number.

A single claim can qualify under an ELE and ELE claims can span across multiple policies and multiple insureds, whereas non-ELE claims occur from an accident resulting in two or more reportable claims.

b. Codes and Descriptions

Extraordinary Loss Event codes and descriptions are as follows:

ELE Code	Description
	2021
13	Identifies claims attributable to the tornadoes and severe storms that occurred on December 10 and December 11, 2021, in Arkansas, Illinois, Kentucky, Mississippi, Missouri, and Tennessee. The Accident Date range for eligible claims is December 10 through December 16, 2021. The reason for this range is to identify losses sustained on the days of the event and any claims for the rescue, recovery, and cleanup efforts attributed to the event. See Circular DR-2021-01 for a reporting overview.
	2019
12	Identifies claims attributable to COVID-19 (coronavirus) with an Accident Date range of December 1, 2019, through June 30, 2023, except for Florida. Florida exception: Identifies claims attributable to COVID-19 (coronavirus) with Accident Dates of December 1, 2019, and subsequent. At this time, the ending Accident Date has not yet been established. See Circular DR-2020-01 for a reporting overview.
	2017
11	Identifies claims resulting from Hurricane Harvey, which made landfall in Texas on August 25, 2017. Include claims attributable to this hurricane with an Accident Date range of August 23, 2017, through August 23, 2020. See Circular DR-2017-01 for a reporting overview. See Circular DR-2022-01 for ending Accident Date determination.

- Look at what was reported

Record DG	Record Type	Rpt Nbr	Corr Seq	Field Name	Edit Nbr/Type Code	Edit Msg/Validation Desc	Reported Value	Defaulted Value
5	L	1	0	CATASTROPHE NUMBER	0029-15	Claim Nbr: TEST; Accident: 12/01/19 ACCIDENT DATE IS INVALID FOR EXTRAORDINARY LOSS EVENT CATASTROPHE NUMBER	11	
5	L	1	0	CATASTROPHE NUMBER	0029-15	Claim Nbr: TEST; Accident: 08/23/20 ACCIDENT DATE IS INVALID FOR EXTRAORDINARY LOSS EVENT CATASTROPHE NUMBER	11	

- ELE Code 11 was reported

Correct

- Change the reported ELE Code to an applicable code for the reported Accident Date



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Chapter 9: Edit 0179-02

Edit Message

- Unit Report Must Have a Complete Set of Records

Identify

- Identify using the Unit Submission Results Report

Unit Submission Results Report														Page 11 of 49			
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY																	
Submission ID: 3736280																	
Cov Prvdr ID	Policy Number	Pol Eff Dt	State	Insured Name	Rpt Nbr	Corr Seq Nbr	NCCI Corr Seq Nbr	Admin Nbr	Data Grade	Record in Error	Claim Nbr/Class Code	Field in Error	Edit Nbr / Type Code	Reported Value	Defaulted Value	Sbmn ID	
45856	DNPEXAMPLE8A0	01/01/2013	12-IL	DNP 0179-02	2	0	0	23321A8012	9	LD		RECORD TYPE	0179-02			3736280	
Edit Message / Validation Desc:					UNIT REPORT MUST HAVE A COMPLETE SET OF RECORDS												

- Note that this is a subsequent report level

Research

- View Edit Matrix for direction on where to access required fields by record type

All	0179-02	9	Record Type	UNIT REPORT MUST HAVE A COMPLETE SET OF RECORDS	Unit Report must have a complete set of records in accordance with the Unit Report Record Requirements for Electronic Submissions as found in the Unit Statistical Reporting Guidebook .

- Use the **Unit Statistical Reporting Guidebook** to identify required fields

Unit Report Type	Header Record (Type 1)	Name Record (Type 2)	Address Record (Type 3)	Exposure Record (Type 4)	Loss Record (Type 5)	Total Record (Type 6)
Original Reports:						
1st Reports	Must have only 1	Must have only 1	Optional	Must have at least 1	Required when there is a loss(es)	Optional
1st Replacement Reports	Must have only 1	Must have only 1	Optional	Must have at least 1	Required when there is a loss(es)	Optional
Subsequent Reports	Must have only 1	Must have only 1	Optional	None allowed	Required when there is a loss(es)	Optional
Correction Reports:						
Header Record (Correction Type H)	Must have only 1	Optional	None allowed	None allowed	None allowed	None allowed
Exposure Record (Correction Type E)	Must have only 1	Must have only 1	None allowed	Required	None allowed	Optional
Loss Record (Correction Type L)	Must have only 1	Must have only 1	None allowed	None allowed	Required	Optional
Multiple Record (Correction Type M)	Must have only 1	Must have only 1	None allowed	Required when correcting exposure(s)	Required when correcting loss(es)	Optional
Total Record (Correction Type T)	Must have only 1	Must have only 1	None allowed	None allowed	None allowed	Must have only 1
Loss Record Corrections Due to Aggravated Inequity (Correction Type A)	Must have only 1	Must have only 1	None allowed	None allowed	Required	Optional



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1. An Exposure record is not allowed on subsequent reports

- Look closer that the data in **UDC**

Unit Details - Rejected

Change Search ▼

DNP 0179-02

Pol Nbr DNPEXAMPLE8A0	Pol Eff 01/01/2013	State IL-12	1	Rpt Nbr 2	Corr Seq 0	Admin Nbr 23321A8012	Report DG 9
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Carrier
45856-NCCI TRAINING COMPANY

Outstanding Unit Edit / Validation View ▼

Submit

Header/Name	Exposure	Claim	Total																																												
				<div style="display: flex; justify-content: space-between; align-items: center;"> + Add Exposure × Delete Exposure(s) </div> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Delete</th> <th>Edit</th> <th>DG</th> <th>Update Type</th> <th>Expos Act</th> <th>Class Cd</th> <th>Subj ER</th> <th>Expos Amt</th> <th>Manual Rate</th> <th>Prem Amt</th> <th>Exp Mod</th> <th>Mod Eff</th> <th>Rate Eff</th> <th>Split Period</th> <th>Corr Seq</th> <th>Activity Status</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td></td> <td>0</td> <td>C</td> <td>01</td> <td>8810</td> <td>Y</td> <td>25,000</td> <td>0001.000</td> <td>250</td> <td>1.000</td> <td>01/02/13</td> <td>01/01/13</td> <td>0</td> <td>0</td> <td></td> </tr> </tbody> </table> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 5px;"> ⏪ ⏩ 1 ⏪ ⏩ 1 - 1 of 1 items </div>												Delete	Edit	DG	Update Type	Expos Act	Class Cd	Subj ER	Expos Amt	Manual Rate	Prem Amt	Exp Mod	Mod Eff	Rate Eff	Split Period	Corr Seq	Activity Status	<input type="checkbox"/>		0	C	01	8810	Y	25,000	0001.000	250	1.000	01/02/13	01/01/13	0	0	
Delete	Edit	DG	Update Type	Expos Act	Class Cd	Subj ER	Expos Amt	Manual Rate	Prem Amt	Exp Mod	Mod Eff	Rate Eff	Split Period	Corr Seq	Activity Status																																
<input type="checkbox"/>		0	C	01	8810	Y	25,000	0001.000	250	1.000	01/02/13	01/01/13	0	0																																	

1. Exposure was added to the 2nd report

Correct

Header/Name	Exposure	Claim	Total																																												
				<div style="display: flex; justify-content: space-between; align-items: center;"> + Add Exposure × Delete Exposure(s) </div> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Delete</th> <th>Edit</th> <th>DG</th> <th>Update Type</th> <th>Expos Act</th> <th>Class Cd</th> <th>Subj ER</th> <th>Expos Amt</th> <th>Manual Rate</th> <th>Prem Amt</th> <th>Exp Mod</th> <th>Mod Eff</th> <th>Rate Eff</th> <th>Split Period</th> <th>Corr Seq</th> <th>Activity Status</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td></td> <td>0</td> <td>C</td> <td>01</td> <td>8810</td> <td>Y</td> <td>25,000</td> <td>0001.000</td> <td>250</td> <td>1.000</td> <td>01/02/13</td> <td>01/01/13</td> <td>0</td> <td>0</td> <td></td> </tr> </tbody> </table> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 5px;"> ⏪ ⏩ 1 ⏪ ⏩ 1 - 1 of 1 items </div>												Delete	Edit	DG	Update Type	Expos Act	Class Cd	Subj ER	Expos Amt	Manual Rate	Prem Amt	Exp Mod	Mod Eff	Rate Eff	Split Period	Corr Seq	Activity Status	<input checked="" type="checkbox"/>		0	C	01	8810	Y	25,000	0001.000	250	1.000	01/02/13	01/01/13	0	0	
Delete	Edit	DG	Update Type	Expos Act	Class Cd	Subj ER	Expos Amt	Manual Rate	Prem Amt	Exp Mod	Mod Eff	Rate Eff	Split Period	Corr Seq	Activity Status																																
<input checked="" type="checkbox"/>		0	C	01	8810	Y	25,000	0001.000	250	1.000	01/02/13	01/01/13	0	0																																	

1. Delete exposure from Subsequent
2. Submit correction

Test Your Knowledge

- If you did want to change an exposure, what report level would you do this at? [Enter answer here]
- What records are required on a subsequent report level? [Enter answer here]



Data Now Program (DNP) Addressing Standard Unit Edits

Chapter 10: Edit 9901-07

Edit Message

- All Open Claims Were Not Updated on This Report

Identify

- Identify edit using the Unit Submission Results Report

Unit Submission Results Report
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY
Submission ID: 3736280

Cov Prvdr ID	Policy Number	Pol Eff Dt	State	Insured Name	Rpt Nbr	Corr Seq Nbr	NCCI Corr Seq Nbr	Admin Nbr	Data Grade	Record in Error	Claim Nbr/Class Code	Field in Error	Edit Nbr / Type	Reported Value	Value	Sbmn ID
45856	DNPEXAMPLEBA0	01/01/2020	12-IL	DNP 9901-07	1	0	0	23321A8157	5	H		MISCELLANEOUS HEADER EDITS	9901-26	CLAIM1 20200701		3736280
Edit Message / Validation Desc: ALL OPEN CLAIMS WERE NOT UPDATED ON THIS REPORT																
45856	DNPEXAMPLEBA0	01/01/2020	12-IL	DNP 9901-07	2	0	0	23321A8158	5	H		MISCELLANEOUS HEADER EDITS	9901-07	CLAIM1 20200701		3736280
Edit Message / Validation Desc: ALL OPEN CLAIMS WERE NOT UPDATED ON THIS REPORT																

- CLAIM1 identified
- Error happened at 2nd report level

Research

- Review claims.

Delete	Edit	Copy	Details	DG	Update Type	Claim Nbr	Accident	Class Cd	Ini Type	Claim Status	Rpt Nbr	Corr Seq	Activity Status
<input type="checkbox"/>				0	A	CLAIM1	07/01/20	8810	05	0	1	0	
<input type="checkbox"/>				0	A	CLAIM2	03/03/20	8803	05	0	1	0	
<input type="checkbox"/>				0	C	CLAIM2	03/03/20	8803	05	1	2	0	

- Note that CLAIM1 was only reported at the 1st report
- It is still open and does not exist on 2nd report

Correct

- There are two possible ways to correct the error
 - Submit a correction to the 2nd report to add CLAIM1
 - Or change CLAIM1's Claim Status to closed on the 1st report



Data Now Program (DNP) Addressing Standard Unit Edits

Chapter 11: Edit 0115-05

Edit Message

- Type of Recovery Code Change is Inconsistent Across Report Levels

Identify

- Identify edit using the Unit Submission Results Report

Unit Submission Results Report														Page 2 of 47		
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY																
Submission ID: 3736281																
Cov Prvdr ID	Policy Number	Pot Eff Dt	State	Insured Name	Rpt Nbr	Corr Seq Nbr	NCCI Corr Seq Nbr	Admin Nbr	Data Grade	Record in Error	Claim Nbr/ Class Code	Field in Error	Edit Nbr / Type Code	Reported Value	Defaulted Value	Sbrmn ID
45856	DNPEXAMPLE10A0	01/01/2013	12-IL	DNP 0115-05	2	1	1	23321A8303	S	L	CLAIM1	LOSS CONDITION - RECOVERY TYPE	0115-05	03		3736281
Edit Message / Validation Desc: TYPE OF RECOVERY CODE CHANGE IS INCONSISTENT ACROSS REPORT LEVELS																
45856	DNPEXAMPLE10A0	01/01/2013	12-IL	DNP 0115-05	3	0	0	23321A6991	S	L	CLAIM1	LOSS CONDITION - RECOVERY TYPE	0115-05	01		3736280
Edit Message / Validation Desc: TYPE OF RECOVERY CODE CHANGE IS INCONSISTENT ACROSS REPORT LEVELS																

- Note that the Type of Recovery Code changed from 03 (Subrogation) on the 2-1 to 01 (No recovery) on the 3-0. This is an invalid change

Research

- Review **Unit Data Collection** to view the Type of Recovery Code reported on the Loss Record for CLAIM1 at each report level with the error

2nd Report Level or 2-3 Report Level:

Loss Conditions		
Act Code 01 ⓘ	Loss Type 01 ⓘ	Recovery Type 03 ⓘ
Claim Type 01 ⓘ	Settlement Type 00 ⓘ	

3rd Report Level or 3-0 Report Level:

Loss Conditions		
Act Code 01 ⓘ	Loss Type 01 ⓘ	Recovery Type 01 ⓘ
Claim Type 01 ⓘ	Settlement Type 00 ⓘ	

- Determine which report level has the incorrect Type of Recovery Code



Data Now Program (DNP) Addressing Standard Unit Edits

Correct

- Correct the Recovery Type Code field, either on the most recently reported claim or on the earliest report level where the claim exists and is inaccurate, then work forward on subsequent report levels

Appendix: Resources

Refer to these resources for more information on unit reporting and standard edits:

- NCCI's *Statistical Plan Manual*
- NCCI's *Unit Statistical Reporting Guidebook*
- Unit Edit and Validation Matrix
- NCCI Webinars on Demand
 - Addressing Standard Unit Edits
 - Addressing Unit Validation Edits
 - Advanced Unit Reporting

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