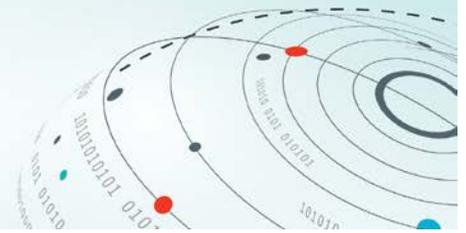




NCCI's 2019 Data Educational Program

Your Source for Data Quality

Class Descriptions

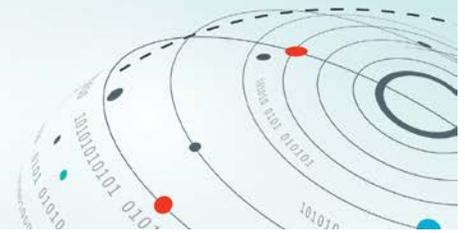


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Policy/POC Data Classes	Class Description
Introduction to Policy Data Reporting	<p>This class provides the fundamentals of reporting Policy data and policy transactions and includes an overview of the Policy and Proof of Coverage Reporting Guidebook. You will learn the recommended workflow for reporting Policy data, how to review and understand edits, Policy and POC Reject and Error reports, and the impact on data quality.</p> <p>This class is for new reporters or existing reporters new to Policy data reporting.</p>
Policy Data Collection Tool	<p>This hands-on introductory class covers how to use the basic features and functionality of the Policy Data Collection tool to:</p> <ul style="list-style-type: none"> • View Policy and Proof of Coverage data • Identify associated edits • Update Policy data • Make corrections <p>This class is for new reporters or existing reporters new to Policy data reporting.</p>
Effective Policy Reporting for POC	<p>This class provides an in-depth discussion on NCCI's Proof of Coverage (POC) process. The class covers topics such as name and address linking; reporting adding, changing, and ending coverage; and correcting previously reported Policy data.</p> <p>This class is for experienced Policy data reporters.</p>
Researching and Correcting POC Edits	<p>This class focuses on NCCI's editing process for Policy data and includes in-depth discussions about specific POC edits. You will work through specific error conditions and receive guidance on how to use NCCI's extensive resources to identify outstanding POC edits and how to address them.</p>
WCPOLS (Policy) File Submission and Processing	<p>This class covers Policy data submission files (WCPOLS format) and processing topics, including:</p> <ul style="list-style-type: none"> • Linking and key field processing, including across transactions • Acceptable transaction types • Proper sequencing of transactions • Processing fields such as Policy Change Effective/Expiration dates • Differences between reporting a WCPOLS file versus updates using the Policy Data Collection tool
POC State-Specific Reporting	<p>This class provides state-specific reporting for Proof of Coverage (POC) with highlights on data element reporting requirements. You will become familiar with the POC State Guide for state exceptions, impact of state reporting for POC, and any state-specific processing.</p>



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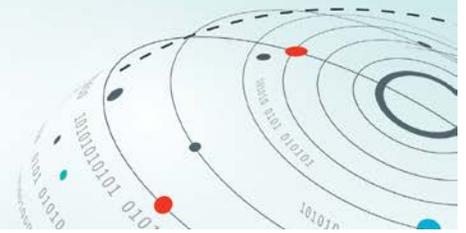
Unit Statistical Data Classes	Class Description
Introduction to Unit Statistical Data Reporting	<p>This class focuses on the basics of Unit Statistical data reporting rules and valuations. You will receive an overview of NCCI's Statistical Plan, Unit Statistical Reporting Guidebook, and other resources needed for Unit Statistical data reporting.</p> <p>This class is for new reporters or existing reporters new to Unit Statistical data reporting.</p>
Unit Data Collection Tool	<p>In this hands-on class, you will discover how to use the Unit Data Collection tool for viewing and updating Unit Statistical data. You will navigate through the tool's screens, learn its functions, and view search results and online edits. Various exercises and workflows will be presented to focus on correcting your data using the current view and researching prior corrections and edits using the historical view.</p>
Unit Statistical Data—Researching and Addressing Edits	<p>This class focuses on NCCI's editing process for Unit Statistical data and leads into in-depth discussions about specific logical and relational edits. You will work through specific error conditions and receive guidance on how to use NCCI's extensive resources to identify outstanding edits and address them.</p>
Unit Statistical Data—Researching and Responding to Validation Tests	<p>This class focuses on NCCI's Unit Data Validation process and includes an in-depth discussion about specific validation tests. You will work through a number of suspect conditions using various reporting examples and learn how to research and respond to NCCI's notifications.</p>
Unit Statistical Data—Premium Rating Programs and Exposures	<p>This class focuses on Premium Rating programs and Exposure reporting topics, including:</p> <ul style="list-style-type: none"> • Per Capita Exposures • Supplemental Disease Exposure • No Exposure Developed • Split Period Reporting • Increased Limits Charge • Premium Rating Programs • Schedule and Individual Risk Rating Plans • Deductible Credits • Audit Noncompliance Charge
Unit Statistical Data—Loss and Claim Conditions	<p>This class focuses on specific loss and expense reporting topics, including:</p> <ul style="list-style-type: none"> • Claim conditions and claim topics (lump-sum payments) • Subrogation/Second Injury Fund loss corrections • Correction reports versus claim development • Expenses included in or excluded from losses • Fraudulent and Noncompensable claims • Catastrophe claims • Additional Claim Reporting Rules (reportable or nonreportable claims)
Unit Data Collection Tool—Unit Notifications Feature	<p>In this hands-on introductory class, you will learn how to use the Notification feature of the Unit Data Collection tool. You'll also learn how to search and view unit notifications and their associated exposure/claim grid rows and how to use the basic functions of the feature.</p> <p>This class is for new reporters or existing reporters new to Unit Statistical data reporting.</p>



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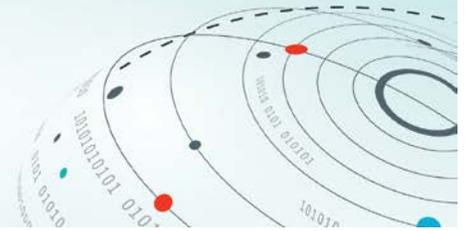


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Unit Statistical Data Classes	Class Description
WCSTAT (Unit) File Submission and Processing	<p>This class focuses on unit data submission files (WCSTAT format) and processing topics, including:</p> <ul style="list-style-type: none"> • Identifying Expected Unit Reports • Resources for creating Unit data files • Unit Report Components: <ul style="list-style-type: none"> o Linking and Key Field Processing o Exposure and Loss Matching o Update Type Code o Correction Sequence • Pre-Editing Unit Data • Electronic File Submission and Submission Editing • Data Quality Editing • Differences between reporting a WCSTAT file versus updates using the Unit Data Collection tool
Unit Statistical Data—State Programs and Exceptions	<p>This class examines the reporting requirements for state-specific programs and state exception topics, including:</p> <ul style="list-style-type: none"> • Subrogation and Second Injury Funds • Unique Deductible Programs • Employer-Paid/Compensation Reimbursement Programs • State Premium Programs
Financial Call Classes	Class Description
Introduction to Financial Call Reporting	<p>This class covers the basics of Financial Call reporting rules for premium, losses, and expenses. You will receive an overview of each Financial Call type and how to use the Financial Call Reporting Guidebook. The Financial Data Reporting Workflow and the 2019 reporting season are also discussed.</p> <p>This class is for new reporters or existing reporters new to Financial Call reporting.</p>
Financial Calls—Designated Statistical Reporting Level Premium	<p>This class examines reporting rules for deriving the Designated Statistical Reporting (DSR) Level Premium and presents detailed instructions on the two methods (average deviation and extending exposures). You will review associated topics such as deviation history and DSR validation.</p>
Financial Data Collection Tool	<p>This hands-on introductory class focuses on the features and functionality of the Financial Data Collection tool. You will learn how to use the tool as part of the Financial Data Reporting Workflow.</p> <p>This class is for new reporters or existing reporters new to Financial Call reporting.</p>



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Financial Call Classes	Class Description
Financial Data Validation and Actuarial Edits	<p>This class provides an overview of NCCI's validation of Financial Call data and actuarial edits. You will review Call relationships and resolve actuarial interrogatories. The class includes in-depth discussions on anomalies and unique issues and covers edit resolution and validation tools. Additional special premium and loss component topics include:</p> <ul style="list-style-type: none"> • Consent to Rate • Voluntary versus Assigned Risk policies • Subrogation and Second Injury • Deductible Reimbursements
Financial Call Data File Creation and Import	<p>This hands-on class supplements the Financial Data Collection tool class and focuses on the process of creating data files using the import record layouts found in the Financial Call Reporting Guidebook.</p>
Financial Calls—Aggregate Data Quality Incentive Program	<p>This class provides an overview of the Aggregate Data Quality Incentive Program (ADQIP) and its components, applicability, and assessments, and the 2019 program changes. You will learn how to view information related to ADQIP in the Data Manager Dashboard. The class also gives an overview of the Carrier Data Quality Report Program (aka Carrier Report Card) with a focus on its Financial Call data component and 2019 program changes.</p>
Financial Call to Unit Statistical Data Comparisons	<p>This class includes an overview of the Financial Call to Unit Statistical data comparisons. You will learn how to review and respond to Fin/Stat comparison analyses. The class also explores DSR Level Premium and Large Loss analyses and discusses common drivers and next steps when resolving discrepancies.</p>

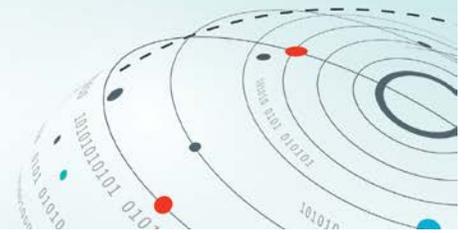
Indemnity Data Call Classes	Class Description
Basics of the Indemnity Data Call	<p>This class provides an overview of the basic reporting rules and requirements for the Indemnity Data Call as outlined in the Indemnity Data Call Implementation Guide. This class is recommended for participants of the new Indemnity Data Call.</p>
Indemnity Data Call—Transactional Record	<p>This class focuses on the reporting of the Transactional Record for the Indemnity Data Call. It will include discussions on data elements and reporting rules. Detailed reporting examples will be provided as well as a review of the change options.</p> <p>This class is recommended for personnel responsible for implementing the Indemnity Data Call.</p>
Indemnity Data Call—Quarterly Record	<p>This class focuses on the reporting of the Quarterly Record for the Indemnity Data Call. It will include discussions on data elements and reporting rules. A claim case study will be examined as well as a review of the process to change or delete a Quarterly Record.</p> <p>This class is recommended for personnel responsible for implementing the Indemnity Data Call.</p>



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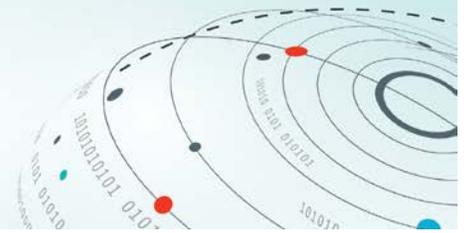
DCI Classes	Class Description
Introduction to DCI Reporting	<p>This class discusses the basic DCI reporting rules, valuations, and field requirements. Additional topics include:</p> <ul style="list-style-type: none"> • DCI Reporting Guidebook and additional resources needed to report DCI data elements • Expected and reportable claims • Edits and reports • Carrier Outreach Process • Compliance Program • Sunsetting of DCI Program <p>This class is recommended for new reporters or existing reporters new to DCI reporting.</p>
DCI Data Edits and Validation	<p>This class provides you with an overview of the Detailed Claim Information (DCI) submission and editing process, validation process, and quality reporting concepts. Discussion will include how to:</p> <ul style="list-style-type: none"> • Identify, research, and resolve specific edit scenarios and conditions • Use the DCI Observations View in the DCI Data Collection tool to monitor your quality • Review DCI Observations by selected data element <ul style="list-style-type: none"> o Claim Element Data Quality o Permanent Partial Disability Benefit Type Reporting o Attorney Indicator o Benefit Type Payment Fluctuations • Use various resources for submitting, editing, and validating your data
DCI Data Collection Tool	<p>This hands-on introductory class explores the features and functionality of the DCI Data Collection tool. You will learn how to use this tool for searching, reporting, and correcting Detailed Claim Information (DCI). You will also learn how to access and view DCI data reports and generate data extracts.</p> <p>This class is for new reporters or existing reporters new to DCI reporting.</p>
Medical Call Classes	Class Description
Introduction to Medical Data Call Reporting	<p>This class provides the basic reporting rules and requirements for the Medical Data Call as outlined in the Medical Data Call Reporting Guidebook. It also includes a demonstration of the features and functionality of the Medical Data Collection tool to assist you in monitoring the quality and completeness of your file submissions.</p> <p>This class is for new reporters or existing reporters new to Medical Call Data reporting.</p>
Medical Data Call Validation	<p>This class focuses on NCCI's validation of the Medical Data Call, how it relates to other data types, and the effect of data issues on data usage. We cover NCCI's approach to identifying data reporting outliers, carrier outreach, and expectations for corrective action.</p>
Medical Incentive Program	<p>This class explores the Medical Incentive Program including the program components and assessments, criteria, and how to monitor your reporting performance using the Medical Data Collection tool.</p>



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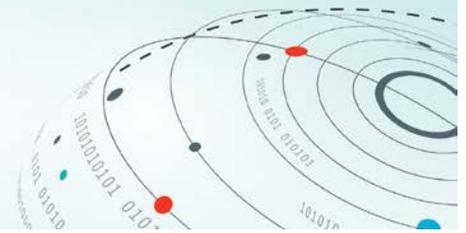
Multi-Data Type Classes	Class Description
Data Manager Dashboard— Monitoring Reporting Performance	<p>In this hands-on class, gain insight on:</p> <ul style="list-style-type: none"> • How to monitor your data reporting performance and compliance program results for Policy, Unit Statistical, DCI, Financial Call, and Pool data using Data Manager Dashboard • How to navigate the data type screens and view and retrieve summarized and detailed data reporting results • Ways to identify opportunities for corrective action for both timeliness and quality performance <p>Note: This class will NOT cover the Medical Incentive Program and Aggregate Data Quality Incentive Program or specific components of the Data Quality Incentive Program. These topics will be covered separately in their specific classes.</p>
Data Quality Incentive Program	<p>This class provides an overview of the data compliance programs that evaluate Policy, Unit Statistical, and DCI data. The programs include:</p> <ul style="list-style-type: none"> • Data Quality Incentive Program (DQIP) • Regulator Exception Program • Carrier Report Card <p>You will learn how each program evaluates data reporting performance and the impact of quality results.</p>
PEO Policies and Data Reporting	<p>This class provides an overview of:</p> <ul style="list-style-type: none"> • The rules for Professional Employer Organization (PEO)/Employee Leasing policies related to policy issuance • Reporting requirements for experience rating (ER Split Data) and Proof of Coverage (POC) compliance • The required data elements for Policy data and Unit Statistical data reporting • State exceptions and regulatory requirements for these policies • State legislation, filings, and emerging issues
Data Reporting Requirements for Experience Rating	<p>This class provides an overview of the Policy and Unit Statistical data used in experience rating (ER) that determines:</p> <ul style="list-style-type: none"> • Premium eligibility • Rating Effective Date • Experience rating period • Calculation of modification factor • Contingent ratings • Revisions of modification factor • Distribution of worksheets <p>The class also covers data reporting requirements and corrections for experience rating and the submission of ER Split Data due to ownership changes.</p>



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Multi-Data Type Classes	Class Description
<p>Overview of NCCI Data Reporting</p>	<p>This class provides a high-level overview of reporting data to NCCI and how to use available resources by data type. You will also learn how to navigate nccli.com, NCCI's suite of data tools and manuals, and how to set up your email notifications for manual and website updates.</p> <p>This class is for new reporters.</p>
<p>Unique Policy Coverage and Rating Programs</p>	<p>This class provides underwriting rules, forms, and reporting requirements for policies that cover niche programs. It includes a discussion of reporting rules across multiple data types and any associated edits and validation for various topics, such as:</p> <ul style="list-style-type: none"> • Deductible Programs • Voluntary Compensation • Employers Liability (E/L) Insurance • Retrospective Rated Policies • Wrap-Up Construction Project • TRIA Coverage • Audit Noncompliance • Multiple Rating Dates • Ratable/Nonratable Groups • Supplemental Disease Exposures • Settlements • Subrogation • Medicare Secondary Payer (MSP) or Medicare Set-Asides (MSA) • State-specific programs
<p>Federal Act Coverages and Reporting</p>	<p>This class provides underwriting rules, forms, and reporting requirements for policies that cover federal acts. The class also includes a discussion of reporting rules across multiple data types and any associated edits and validation for the following topics:</p> <ul style="list-style-type: none"> • United States Longshore and Harbor Workers' (USL&HW) Compensation Act and its extensions • Admiralty Law (Jones Act) • Federal Employers Liability Act (FELA) • Federal Mine Safety and Health Act (Black Lung Disease) • Federal Coverage Service • National Defense Projects Rating Plan • Atomic Energy and Radiation Exposure • Terrorism Risk Insurance Coverage