



Key Takeaways

- Data Reports provide the information that you need to ensure high-quality data and timeliness
- Timely and quality data will equal positive incentives, which could save you money
- Data reports are either NCCI generated or customer generated
- Reports are available in multiple formats and are available through the tool based on a retention schedule

Chapter 1: Data Reports Overview

Purpose of Data Reports

The **Data Reports** tool is used by carriers to prioritize and correct Policy, Proof of Coverage (POC), Unit and Unit Report Control (URC) data.

Edits = Quality Checks

- Run against incoming reported data
- Ensure conformity with file rules and procedures
- Verify the validity of the data

Producing and delivering highly accurate and timely data to workers compensation market stakeholders is a core NCCI service.

Data Quality Strategy

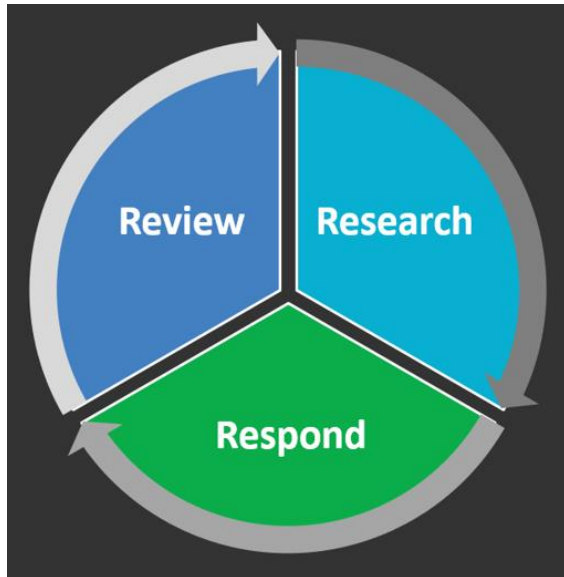


Comprehensive edits and data tools are both critical components of NCCI's data quality strategy.

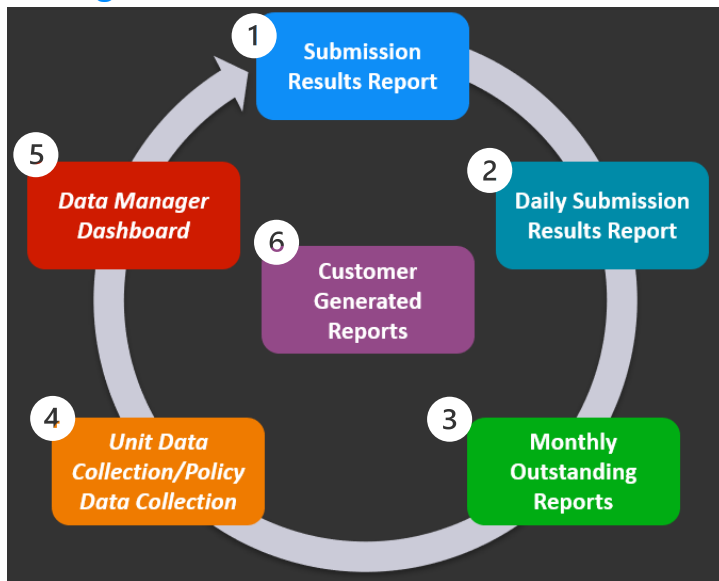


Data Now Program (DNP) Using Data Reports

Data Quality Best Practices—Workflows

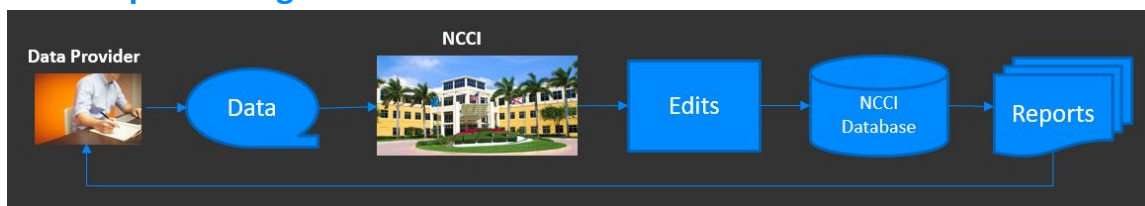


Editing Communications



1. File is received; report is created
2. Day after submission, report is created for unaddressed issues from previous day
3. End of month, report is created for unaddressed issues
4. Review and update data through *Unit Data Collection (UDC)/Policy Data Collection (PDC)* tools
5. Monitor data quality through *Data Manager Dashboard* tool
6. Customer-generated reports at any time

Data Reports—High-Level Process Flow



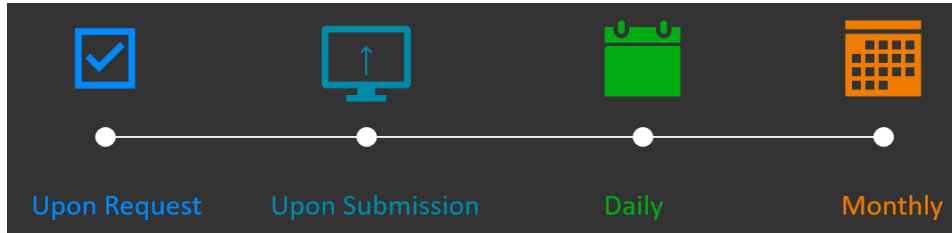


Data Now Program (DNP) Using Data Reports

Two Types of Reports

1. NCCI Generated—distributed on a production schedule automatically, based on report type
2. Customer Generated—requested by you, using defined parameters

Data Report Frequency



Customer-Generated Reports are delivered upon request. NCCI-Generated Reports are distributed upon data submission, daily, or monthly based on report type.

Upon Request Reports

- POC Transaction Report
- Policy Reject and Error Report
- Policy Risk ID Report
- Unit Reject and Error Report
- URC Expected Report
- URC Overdue Report

Upon Submission Reports

- Policy Submission Results Report
- **Policy Pre-Edit Service** Submission Results Report
- Policy Certification Submission Results Report
- Unit Submission Results Report
- **Unit Pre-Edit Tool** Submission Results Report
- **Unit Pre-Edit Service** Submission Results Report
- Unit Certification Submission Results Report

Daily Reports

- Policy Daily Submission Results Report
- Int'l Association of Industrial Accident Boards and Commissions (IAIABC) POC Coverage Provider Accepted Report
- IAIABC POC Coverage Provider Reject and Error Report
- Noncompliance/Compliance Reject Report
- Unit Daily Submission Results Report

Monthly Reports

- Policy Monthly Outstanding Data Grade 7 Report
- IAIABC POC Coverage Provider Monthly Outstanding Reject and Error Report
- Assigned Risk Binder Number Report
- Monthly Outstanding Noncompliance Report



Data Now Program (DNP) Using Data Reports

- Unit Monthly Outstanding Error Report
- URC Monthly Expected Report
- URC Monthly Overdue Report

Chapter 2: Data Reports Guide

Data Reports Guide Location

GENERAL	PUBLICATIONS / REPORTS <ul style="list-style-type: none"> • Data Manager Dashboard Tool User's Guide (PDF) • NCCI's Data Now Program • The Data Connection 2021, Edition One • Solutions • Overview of NCCI Data Quality (PDF) 	LEARNING CENTER <ul style="list-style-type: none"> • NCCI Academy (Exclusively for Carriers and Regulators) • Reporting Requirements for Exposure and Claims Related to COVID-19 • Data Transfer via the Internet (DTV) Overview • Overview of Experience Rating (ER) Split Data • Understanding NCCI's Data Quality Incentive Program Complete Listing
POLICY AND POC <hr/> UNIT STATISTICAL DATA <hr/> FINANCIAL CALLS <hr/> INDEMNITY DATA CALL <hr/> DETAILED CLAIM INFORMATION <hr/> MEDICAL DATA CALL <hr/> POOL DATA <hr/>		
	RESOURCES <ul style="list-style-type: none"> • WCIO Data Specifications • Extraordinary Loss Event (ELE) Codes and Descriptions • Data Now Program (DNP) 2022 Resource Library • Data Reporting - CSV Report Format Specifications • Data Reports Guide Complete Listing	EXPERIENCE RATING SPLIT DATA <ul style="list-style-type: none"> • Experience Rating (ER) Split Data Reporting Template • PEO - Employee Leasing Forms • Experience Rating - Request for Separate Experience Data

Data Reports Guide Article Page

Data Reports Guide

Posted Date: September 30, 2020

The Data Reports Guide has been revised to update the following report:

- **Pool Financial Data Collection** Error Report

NCCI's Data Reports Guide is a complete listing of all NCCI-generated and customer-generated data reports and includes report names, descriptions, schedules, and available formats.

NCCI-Generated Reports—Distributed on a production schedule. For most reports, an email will be sent to you indicating that the report is available.

Customer-Generated Reports—Requested by you using defined parameters. Most reports will be available to view immediately on-screen.

The Data Reports Guide is organized by the following data types:

- Policy
- Proof of Coverage (POC)
- Unit
- Unit Report Control (URC)
- Detailed Claim Information (DCI)
- Financial Calls, Pool, and Medical
- ER Split Data

View the [Data Reports Guide \(Excel\)](#) for details on all of the data reports.



Data Now Program (DNP) Using Data Reports

Data Reports Guide

NCCI Data Reports Guide*				
Policy				
NCCI-Generated Reports via the Data Reports feature*				
Report Name	Description	Schedule	Available Formats	Email Notification Sent to:
Policy Submission Results Report	This report includes information on policy transactions or records that were submitted by file and either rejected (Data Grades 8 and 9) or were accepted with errors (Data Grades 3, 4, 6, and 7). Rejected noncompliance transactions (Transaction Code 17) are excluded from this report; however, they are displayed in the Noncompliance/Compliance Reject Report.	Upon Submission	PDF Excel CSV	File Submitter
Policy Daily Submission Results Report	This report includes information on all policy transactions or records that were submitted the prior day (by file, hardcopy, or online) that remain rejected (Data Grades 8 and 9) or in error (Data Grades 3, 4, 6, and 7). Rejected noncompliance transactions (Transaction Code 17) are excluded from this report; however, they are displayed in the Noncompliance/Compliance Reject Report.	Daily	PDF Excel CSV	No emails distributed
Policy Certification Submission Results Report	This report includes the results of test file submissions. Rejects for noncompliance transactions (Transaction Code 17) will be included, if applicable.	Upon Submission	PDF Excel CSV	File Submitter
Policy Monthly Outstanding Data Grade 7 Report	This report includes policy transactions where one or more records have an outstanding Data Grade 7 (POC Critical Error). These records were either not sent to, or were rejected by, the POC state(s) covered on the policy. You will not be in compliance for these records in the POC state(s) until they are corrected. Note: These errors will remain on this report for up to 6 months or until they are corrected. This report includes information regarding unmatched binder numbers, duplicate binder numbers, and binder number errors. This report contains three sections: POLICY POC UNIT URC DO FINANCIAL & POOL & MEDICAL ER SPLIT DATA	Monthly	PDF Excel CSV	Policy Main Contact on file

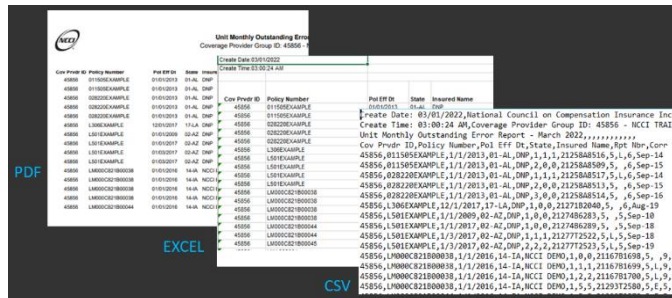
Data Reports Guide—Details

Report Name	Report Description
Unit Submission Results Report	This report provides results on individual file submissions. It displays unit reports that were rejected (Data Grade 9) or accepted with edits (Data Grades 2 through 5) or accepted with suspect conditions (Data Grade 2). Previously submitted unit reports that received associated net edits or suspect conditions as a result of this submission may be included on this report.

Report Formats

Three formats are available:

- PDF
- Excel
- CSV



Email Distribution

File Submitter

- Policy Submission Results Report
- Policy Pre-Edit Service Submission Results Report
- Policy Certification Submission Results Report
- Unit Submission Results Report
- Unit Pre-Edit Tool Submission Results Report
- Unit Pre-Edit Service Submission Results Report
- Unit Certification Submission Results Report

Policy Contact

- Policy Monthly Outstanding Data Grade 7 Report
- Monthly Outstanding Noncompliance Report

Unit Contact

- Unit Monthly Outstanding Error Report
- URC Monthly Expected Report
- URC Monthly Overdue Report
- Unit Notification Tracking Report



Data Now Program (DNP) Using Data Reports

Email Report Notification

Report Ready for pickup

CS Customer_Service@ncci.com
To Randy Bloom

Retention Policy NCCI - Purge Deleted Items after 7 Days (1 week)
Expires 10/8/2022

ⓘ This item will expire in 2 days. To keep this item longer apply a different Retention Policy.

NCCI has stored the following file in your mailbox.

This file will remain in your mailbox for eight (8) days after this notice was sent to you. Please pick this file up from the following mailbox:

DTVI Mailbox: 1219240
Carrier Group: 45856
Name: NCCI TRAINING COMPANY
randy_bloom@ncci.com

File Name: UnitMonthlyOutstandingErrorReport.csv
File Size: 2068
Records: 22
Tracking ID: 4191710
Sat Oct 1 03:35:58 EDT 2022

To access your Data Transfer via the Internet mailbox, go to: <https://www.ncci.com/DTVI/>

For details on using Data Transfer via the Internet, refer to the User's Guide for information on receiving files, user requirements, instructions, and examples.

Available in the **Data Transfer via the Internet (DTVI)** mailbox for eight days.

The email notification is sent to the email address associated with the user ID that submitted the file. It provides a link to the **DTVI** mailbox.

NCCI - Unit Monthly Outstanding Error Report - October 2022 for Coverage Provider Group ID: 45856

QA_Customer_Service@ncci.com
To Randy Bloom

Retention Policy NCCI - Purge Deleted Items after 7 Days (1 week)
Expires 10/8/2022

ⓘ This item will expire in 2 days. To keep this item longer apply a different Retention Policy.

Dear Randy Bloom:

Your report is available.

[Please click this link to retrieve your report via the Data Reports tool.](#)

Note: Units may have been corrected subsequent to the creation of this report. To obtain a current listing of units that remain uncorrected, generate a Unit Reject and Error report via **Data Reports**.

You are receiving this e-mail as a data customer of NCCI. Please do not respond to this system-generated e-mail. If you have questions or feel that you have received this e-mail in error, please contact [Customer Service](#) (reference the Unit Monthly Outstanding Error Report - October 2022).

If you are the file submitter and company contact, you may receive both emails!

In addition to the file submitter, a notification is distributed to the email address of the main data type contact for the company listed in NCCI's database. This email provides a link to the **Data Reports** tool.



Data Now Program (DNP) Using Data Reports

Data Transfer via the Internet (DTVI)

Mailbox for DEP FOUR TRAINER (1219240) 45856 NCCI TRAINING COMPANY

Send File

File List

File Type	File Name	Transfer Type	Transfer Date	Byte Count	Download
Unit	UnitDailySubmissionResultsReport_4046804.csv	Receive	09/23/2022 1:11:11 AM	1,482	
Unit	UnitDailySubmissionResultsReport_4045231.csv	Receive	09/20/2022 1:11:46 AM	2,085	
Unit	UnitDailySubmissionResultsReport_4044316.csv	Receive	09/17/2022 1:11:16 AM	1,062	
Unit	UnitDailySubmissionResultsReport_4043517.csv	Receive	09/16/2022 1:11:14 AM	1,008	
Unit	UnitDailySubmissionResultsReport_4043016.csv	Receive	09/15/2022 1:11:10 AM	475,505	
	UnitSubmissionResultsReport_45856_3589605.csv		09/14/2022 4:50:46 PM	475,503	
	UNIT25E.DEP1A1a_20220914_164113885616476.txt		09/14/2022 4:41:13 PM	1,580,936	
	Policy_2016DEPDCA_20220914_161602817328087.txt		09/14/2022 4:16:02 PM	120,867	
	UnitDailySubmissionResultsReport_4042556.csv		09/14/2022 1:11:03 AM	990	

- To sign up for **DTVI**, visit the Contact Us page on **ncci.com** and contact NCCI’s Customer Service
- The **DTVI** mailbox shows the availability of the NCCI-Generated Reports

Data Reports Tool

Unit - 45856 - NCCI TRAINING COMPANY

Reports: Unit Daily Submission Results Report

Report Name	PDF	Excel	CSV	Create Date/Time
Unit Daily Submission Results Report - October 06, 2022				10/06/2022 01:05 AM
Unit Daily Submission Results Report - September 24, 2022				09/24/2022 01:01 AM
Unit Daily Submission Results Report - September 23, 2022				09/23/2022 01:01 AM
Unit Daily Submission Results Report - September 20, 2022				09/20/2022 01:01 AM
Unit Daily Submission Results Report - September 17, 2022				09/17/2022 01:01 AM
Unit Daily Submission Results Report - September 16, 2022				09/16/2022 01:01 AM
Unit Daily Submission Results Report - September 15, 2022				09/15/2022 01:01 AM
Unit Daily Submission Results Report - September 14, 2022				09/14/2022 01:01 AM

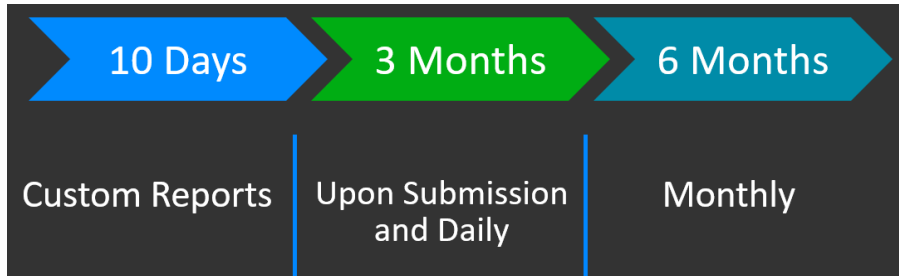
* Due to volume, some reports may only be available in the .csv format

- Data reports are retrieved from the **Data Reports** tool
- Additional download options are available



Data Now Program (DNP) Using Data Reports

Report Retention Schedule



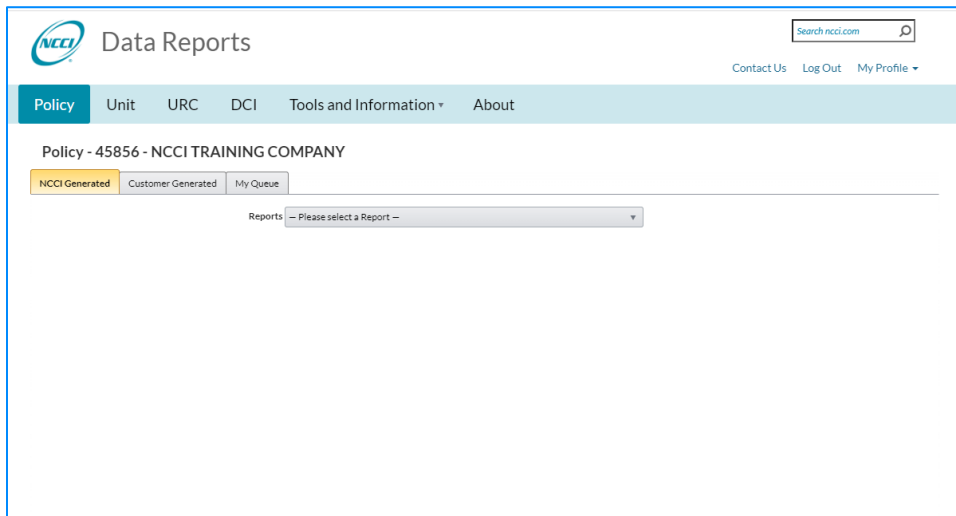
Chapter 3: Data Report Navigation

The **Data Reports** tool can be accessed in multiple ways:

- Data Reporting Page
- Policy and POC → Tools → Data Reports
- Unit Statistical Data → Tools → Data Reports

- Data Reporting Tools
- **Policy Data Collection** → Manage My Data → Data Reports
- **Unit Data Collection** → Manage My Data → Data Reports

Data Reports Tool



Use a single portal to:

- Access all NCCI-Generated Reports for Policy, POC, Unit Statistical, and URC data
- Create Customer-Generated Reports on request
- Use as a companion product to the **Policy Data Collection** and **Unit Data Collection** tools



Data Now Program (DNP) Using Data Reports

Knowledge Check—True or False

The **Data Reports** tool is a communication service that assists with the prioritization and correction of data. _____

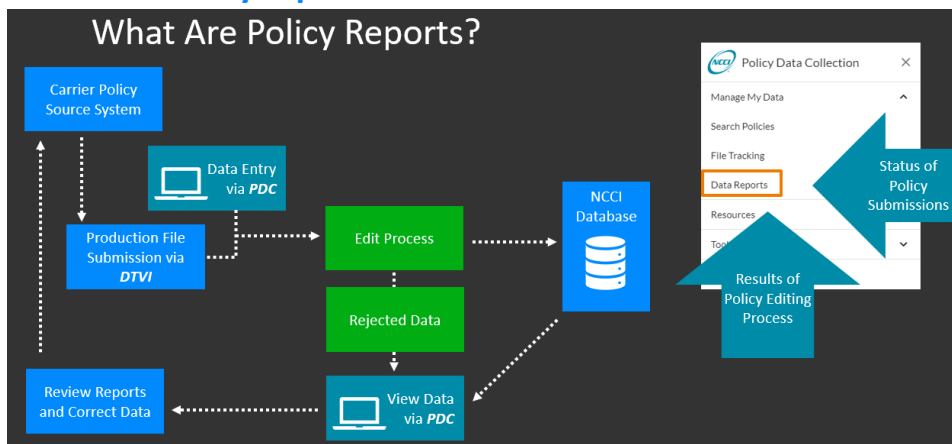
Knowledge Check—Select the Correct Answer

In what formats are the NCCI data reports available?

- A) PDF, DOC, WORD
- B) WORD, EXCEL, PAGES
- C) EXCEL, PDF, CSV
- D) ASCI, PDF, CSV

Chapter 4: Reports—Policy

What Are Policy reports?



Policy reports provide key details about the status of policy submissions, rejects, and errors that may require corrective action.

Report Information

In addition to the Data Reports Guide, additional information about policy reports is in the **Policy and Proof of Coverage Reporting Guidebook**. The Editing and Data Quality part has a section on Policy Reports.



Data Now Program (DNP) Using Data Reports

Policy Reports—Name, Description, and Use of Report

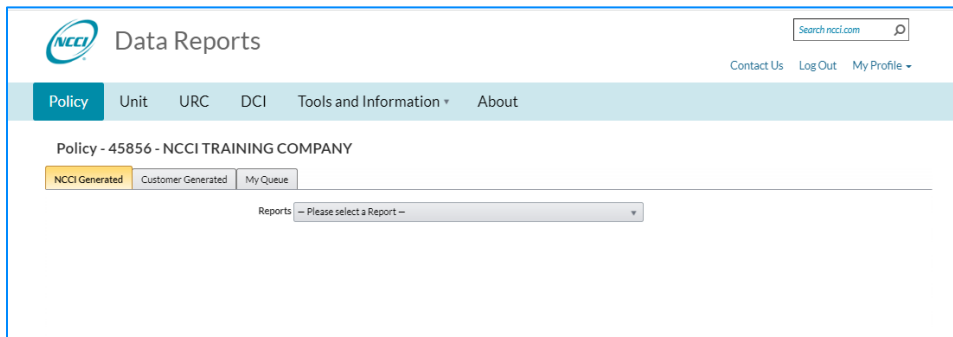
D. POLICY REPORTS

Refer to the Data Reports Guide available on ncci.com for a complete listing of policy and POC reports. The following are the policy NCCI-Generated and Customer-Generated reports:

Report Name	Report Description	Use of Report
Policy Submission Results Report	Generated upon data file submission, this NCCI-Generated report includes information on policy transactions or records that were submitted by file and either rejected (Data Grades 8 and 9) or accepted with errors (Data Grades 3, 4, 6, and 7).	<p>Review the report and make appropriate corrections and resubmit files rejected for Data Grades 8 or 9.</p> <p>For files accepted with errors (Data Grades 3, 4, 6, and 7), review submitted data and make appropriate corrections.</p> <p>Rejected noncompliance transactions (Transaction Code 17) are excluded from this report; however, they are displayed in the Noncompliance/Compliance Reject Report.</p>

The *Policy and Proof of Coverage Reporting Guidebook* provides report names, descriptions, and information on the use of general policy reports. This example of the Policy Submission Results Report indicates that you should review your data, make appropriate corrections, and resubmit data for rejected files.

Data Reports Tool—Policy



- Reports are retrieved through the **Data Reports** tool
- Reports are organized by data type
- You can access both NCCI-Generated and Customer-Generated Reports



Data Now Program (DNP) Using Data Reports

NCCI-Generated Reports

Reports – Please select a Report –

- Please select a Report –
- Assigned Risk Binder Number Report
- IAIABC POC Coverage Provider Accepted Report
- IAIABC POC Coverage Provider Monthly Outstanding Reject Report
- IAIABC POC Coverage Provider Reject & Error Report
- Monthly Outstanding Noncompliance Report
- Noncompliance/Compliance Reject Report
- Policy Certification Submission Results Report
- Policy Daily Submission Results Report
- Policy Monthly Outstanding Data Grade 7 Report
- Policy Pre-Edit Service Submission Results Report
- Policy Submission Results Report

You'll find a list of available NCCI-Generated Reports in alphabetical order.

NCCI-Generated Policy Data Reports

Data Reports Search ncci.com

[Contact Us](#) [Log Out](#) [My Profile](#)

Policy Unit URC DCI Tools and Information About

Policy - 45856 - NCCI TRAINING COMPANY

NCCI Generated Customer Generated My Queue

Reports Policy Submission Results Report

Report Name	PDF	Excel	CSV	Create Date/Time
Policy Submission Results Report - Submission ID: 3594191				09/28/2022 11:32 AM
Policy Submission Results Report - Submission ID: 3589578				09/14/2022 04:17 PM

* Due to volume, some reports may only be available in the .csv format

- Displays copies of reports that fall into the retention period
- 3-month retention for all daily and upon-submission reports
- Generates reports in PDF, Excel, or CSV formats
- When generated, customer receives an email notification



Data Now Program (DNP) Using Data Reports

Policy Submission Results—Summary

Policy Submission Results Report
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY
 Submission ID: 2531686

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The **Policy Submission Results Report** includes information on policy transactions or records that were rejected (Data Grades 8 and 9) or accepted with errors (Data Grades 3, 4, 6 and 7).

Rejected Noncompliance transactions (Transaction Code 17) are excluded from this report. They are displayed in the **Noncompliance/Compliance Reject Report**.

The NCCI Branch Code listed for each reject or error identifies the address of the insurer issuing office (Type of Address Code 3 in the Address Record) submitted for each policy.

Refer to the **Policy and POC Reporting Guidebook** for information on correcting rejects and errors.

For questions, refer to NCCI's Customer Service Center at 800-NCCI-123.

Submission Summary										Record in Edit Legend
Submission ID	Submission Received Date	Submission Processed Date/Time	Nbr of Headers Submitted	Nbr of Headers Processed	Nbr of Records Submitted	Nbr of Records Processed	Nbr of DG9s	Nbr of DG8s	Nbr of DGs 3, 4, 6 & 7	
2531686	11/14/2017	11/14/2017 04:51:13 PM	1,056	1,056	12,321	12,320	24	28	1,054	00 Link Data
										01 Header
										02 Name
										03 Address
										04 State
										05 Exposure
										07 Endorsement
										08 Cancellation/Reinstatement
										10 Experience Rating Mod Change
										13 Policy Period
										42 Contingent Experience Rating Modification
										43 Deductibles
										87 Policy Information Page Data Elements Change
										Z1 Noncompliance of Policy Terms and Conditions

- An advantage of generating the PDF format is that a submission summary page is generated
- The report includes:
 - Submission ID, Received Date, and a Date/Time stamp
 - Total number of headers and records submitted and processed, along with Data Grade received
 - Record in Edit Legend, which is a helpful reference when reviewing your report

Policy Submission Results—Details

Policy Submission Results Report
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY
 Submission ID: 2531686

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Cov Prvdr ID	NCCI Branch Code	Insured Name	Policy Number	Pol Eff Dt	Rcv Dt	Trans Issue Dt	Trans Code	Record Type Code	Edit Nbr	Data Grade	Field in Error	Supporting Fields	Reported Value	Defaulted Value
45856	000	OCEAN BREEZE RESORTS	POLDEP101A	01/01/2018	11/14/2017	01/01/2018	01	02	0126-02	7	NAME LINK IDENTIFIER	Nm Lnk Cd= 002 Cont Seq Nbr= 001 Nm= BLUE WAVES SURF	002	
45856	000	OCEAN BREEZE RESORTS	POLDEP101B	01/01/2018	11/14/2017	01/01/2018	01	03	0126-05	7	NAME LINK IDENTIFIER	Nm Lnk Cd= 002 Addr= 4442 COLLINS AVENUE MIAMI BEACH FL33140	002	

Edit Message: NAME NOT LINKED TO AN ADDRESS

Supporting Fields	Reported Value	Defaulted Value
Nm Lnk Cd= 002	002	
Cont Seq Nbr= 001		
Nm= BLUE WAVES SURF		



Data Now Program (DNP) Using Data Reports

Noncompliance/Compliance Reject Report

Create Date: 09/29/2022 Create Time: 03:59:21 AM		National Council on Compensation Insurance, Inc. Coverage Period: 09/29/2022 - 09/29/2022 Noncompliance/Compliance Reject Report - September 29, 2022														
Cov Fndr ID	NCCI Branch Code	Insured Name	Policy Number	Pol Eff Dt	Rcv Dt	Trans Issue Dt	Trans Code	Record Type Code	Edit Nbr	Data Grade	Edit Message	Field in Error	Reported Value	Stmn ID		
45856	000	NO PRIMARY NAME AVAILABLE	DEP1238052283821	08/06/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12381K3592321	09/07/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12381K59221121	09/12/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12381K38453821	03/18/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12384N3282421	04/15/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12384N42057121	05/12/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12384N68238621	11/02/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12384N92384421	05/06/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12385M6450321	07/23/2021	09/29/2022	09/22/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12385M6294021	07/24/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12385R76427822	03/03/2022	09/29/2022	09/22/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12385R81456021	03/30/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12385R83832522	04/20/2022	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12385R84526121	04/21/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12385R9093721	05/29/2021	09/29/2022	09/23/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		
45856	000	NO PRIMARY NAME AVAILABLE	DEP12385R9748921	08/06/2021	09/29/2022	09/22/2022	17	Z1	0159-08	9	CORRESPONDING POLICY NOT FOUND WITHIN SUBMISSION OR ON DATABASE	POLICY TRANSACTION CODE	17	3593868		

- Upon data submission and after quality edits, a Policy Submission Results Report and a Noncompliance/Compliance Reject Report are generated
- Rejected noncompliance transaction (Transaction Code 17—Noncompliance/Compliance of Policy Terms and Conditions) are excluded from the Policy Submission Results Report; however, they are displayed on the Noncompliance/Compliance Reject Report

Policy Daily Submission Results

Includes:

- Information on all policy transactions or records submitted during the prior day, either by file or through the **PDC** tool, that remain rejected or in error
- When generated in a PDF format, a Summary page is created
- The Summary page is not included with reports generated in an Excel or CSV format
- Data submissions made through NCCI’s **PDC** tool will only be shown on the Daily Submission Results Report, not the Submission Results Report
- Report layout is identical to the Policy Submission Results Report, with the addition of a Submission ID column

Policy Monthly Outstanding Data Grade 7 Report

- Includes the policy transaction where one or more records have an outstanding Data Grade 7 (POC Critical Errors)
- These records may be rejected by the POC state(s) covered on the policy
- Layout is similar to the Policy Submission Results Report, with the additions of two columns:
 - Edit Message
 - Number of Days in Error

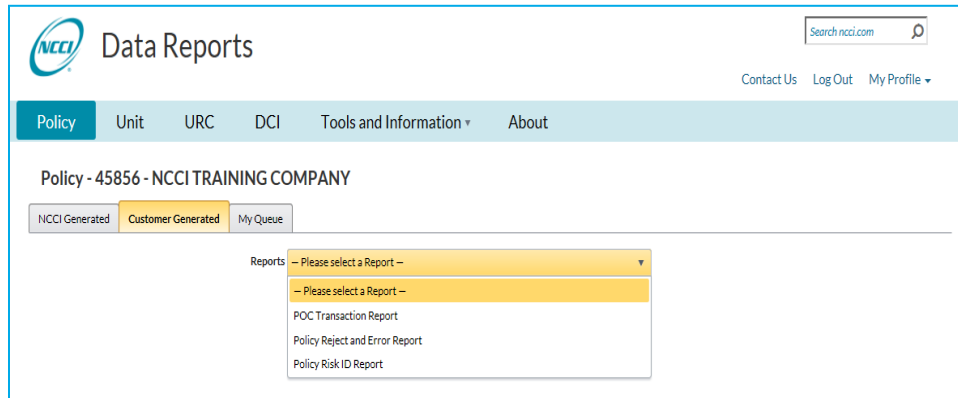
Customer-Generated Policy Data Reports

There are two policy Customer-Generated Reports:



Data Now Program (DNP) Using Data Reports

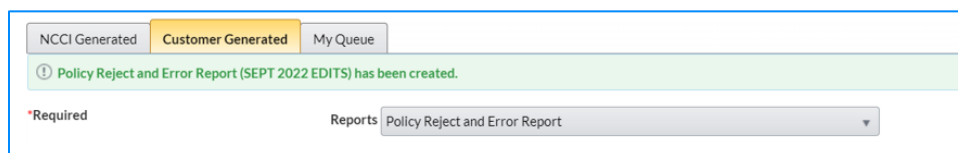
- Policy Reject and Error Report—displays policy reject and error data based on user-defined parameters.
- Policy Risk ID Report—provides a list of policies with associated risk IDs based on the selected Policy Effective Month and Year. **Note:** Correct risk IDs ensure proper billing and distribution of Experience Rating worksheets.



Customer-Generated Policy Data Reports

1. Carrier Code—Pick all carriers within your group or a specific carrier.
2. Data Grade Conditions—Select all or a specific data condition.
3. Transaction Type—Select all or a specific transaction type from the menu.
4. Date Type—Select either Policy Effective Date or Received Date.
5. Policy Effective Date or Received Date range is based on the selection of Date Type.
6. Narrow your report results, available only if Date Type is Policy Effective Date.
7. Report Name—give your report a name you will recognize in your queue.

Once the report is generated, a confirmation message is displayed.





Data Now Program (DNP) Using Data Reports

Customer-Generated—Policy Reject and Error Report

- In most cases, reports will return results immediately
- Reports including large amounts of data may take some time to process and will go to your report queue
- Example of Policy Reject and Error Report below
- Report name is customized
- Report layout is similar to previously reviewed reports

Customer-Generated Policy Reject and Error Report
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY
Report Name: SEPT 2022 EDITS

Cov Prvdr ID	NCCI Branch Code	Insured Name	Policy Number	Pol Eff Dt	Rev Dt	Trans Issue Dt	Trans Code	Record Type Code	Edit Nbr	Data Grade	Field in Error	Supporting Fields	Reported Value	Defaulted Value
45856	000	TEST CO	BESTPEP1001B	05/01/2014	09/28/2022	01/20/2013	01	01	0253-03	4	POLICY EST STANDARD PREM TOTAL		0000004000	
<i>Edit Message: POL PREM MUST = SUM OF ALL STATE RECORDS</i>														
45856	000	TEST CO	BESTPEP1002B	05/01/2014	09/28/2022	01/20/2013	01	01	0253-03	4	POLICY EST STANDARD PREM TOTAL		0000004000	
<i>Edit Message: POL PREM MUST = SUM OF ALL STATE RECORDS</i>														
45856	000	TEST CO	BESTPEP1003B	05/01/2014	09/28/2022	01/20/2013	01	01	0253-03	4	POLICY EST STANDARD PREM TOTAL		0000004000	
<i>Edit Message: POL PREM MUST = SUM OF ALL STATE RECORDS</i>														
45856	000	TEST CO	BESTPEP1004B	05/01/2014	09/28/2022	01/20/2013	01	01	0253-03	4	POLICY EST STANDARD PREM TOTAL		0000004000	
<i>Edit Message: POL PREM MUST = SUM OF ALL STATE RECORDS</i>														
45856	000	TEST CO	BESTPEP1005B	05/01/2014	09/28/2022	01/20/2013	01	01	0253-03	4	POLICY EST STANDARD PREM TOTAL		0000004000	
<i>Edit Message: POL PREM MUST = SUM OF ALL STATE RECORDS</i>														
45856	000	TEST CO	BESTPEP1006B	05/01/2014	09/28/2022	01/20/2013	01	01	0253-03	4	POLICY EST STANDARD PREM TOTAL		0000004000	
<i>Edit Message: POL PREM MUST = SUM OF ALL STATE RECORDS</i>														
45856	000	TEST CO	BESTPEP1007B	05/01/2014	09/28/2022	01/20/2013	01	01	0253-03	4	POLICY EST STANDARD PREM TOTAL		0000004000	
<i>Edit Message: POL PREM MUST = SUM OF ALL STATE RECORDS</i>														
45856	000	TEST CO	BESTPEP1008B	05/01/2014	09/28/2022	01/20/2013	01	01	0253-03	4	POLICY EST STANDARD PREM TOTAL		0000004000	
<i>Edit Message: POL PREM MUST = SUM OF ALL STATE RECORDS</i>														
45856	000	TEST CO											4000	
45856	000	TEST CO											4000	

Same information as NCCI-Generated—allows you to customize the details

My Queue

My Queue is available for reports that may take a bit longer to process.

Data Reports Search ncci.com

Contact Us Log Out My Profile

Policy Unit URC DCI Tools and Information + About

Policy - 45856 - NCCI TRAINING COMPANY

NCCI Generated Customer Generated **My Queue**

Delete Selected

1 - 1 of 1 items

Delete	Data Type	Report Name	Get Report	Status	Custom Report Name	Requested Date/Time	Completed Date/Time
<input type="checkbox"/>	Policy	Policy Reject and Error Report		Completed	DEP	10/17/2016 02:07 PM	10/17/2016 02:07 PM

1 - 1 of 1 items

* Due to volume, some reports may only be available in the .csv format



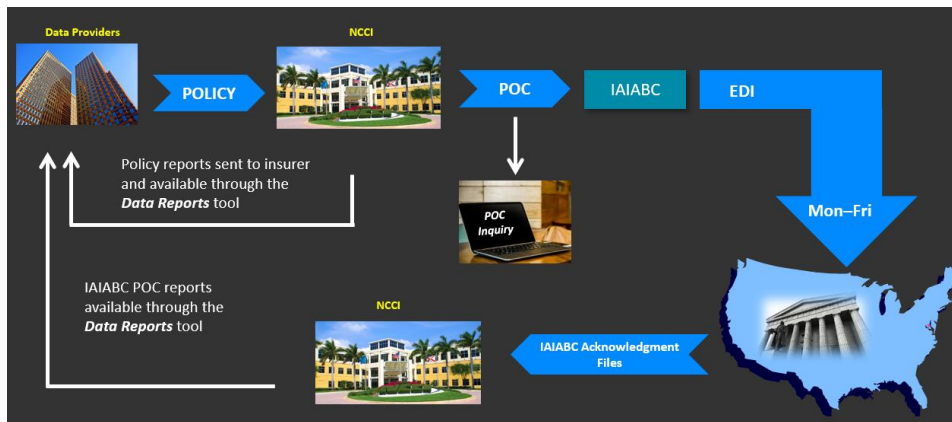
Data Now Program (DNP) Using Data Reports

Chapter 5: Reports—Proof of Coverage (POC)

Proof of Coverage Service

POC provides state industrial accident boards and commissions with access to workers compensation coverage information for employers in their state. Here’s the process flow:

- Data providers (carrier source systems) send Policy Data to NCCI
- NCCI-Generated Reports are available through the **Data Reports** tool
- POC data is sent to states and is available to state regulators in NCCI’s **POC Inquiry** tool
- Some states will process the data and send acknowledgment files back to NCCI
- NCCI processes acknowledgment files and creates POC reports



POC Reports

The **Policy and Proof of Coverage Reporting Guidebook** (under the Policy Reports portion of the Proof of Coverage section) details the report name, description, and use of the report.

G. POC REPORTS		
Refer to the Data Reports Guide available on ncci.com for a complete listing of policy and POC reports. The following are the POC-specific NCCI-generated and customer-generated reports:		
Report Name	Report Description	Use of Report
Policy Monthly Outstanding Data Grade 7 Report	<p>This NCCI-generated monthly report includes policy transactions where one or more records have an outstanding Data Grade 7 (POC Critical Error).</p> <p>Note: These errors will remain on this report for up to six months or until they are corrected.</p>	<p>Review the report and make appropriate corrections. These records may be rejected by the POC state(s) covered on the policy.</p> <p>Use the IAIABC POC Coverage Provider Reject & Error Report and Accepted Reports in conjunction with this report to determine if any compliance issues occurred due to these Data Grade 7 edits.</p> <p>Any policies with an outstanding Data Grade 7 affect the Data Quality Incentive Program (DQIP).</p>



Data Now Program (DNP) Using Data Reports

Additional IAIABC Reports

Report Name	Purpose
IAIABC POC Coverage Provider Reject & Error Report	Provides the data element name, error descriptions, and state comments for rejections. POC data will not be accepted by the state until the data is corrected.
IAIABC POC Coverage Provider Monthly Outstanding Reject Report	Similar to the IAIABC POC Coverage Provider Reject & Error Report, with the addition of a Number of Days in Error column.
IAIABC POC Coverage Provider Acceptance Report	NCCI-Generated daily report includes POC transactions that were accepted by the POC states through the acknowledgment process.

Customer-Generated—POC Transaction Report

The report details IAIABC POC transactions sent to the state in the daily IAIABC POC files and provides the current state of the POC transactions. The report is available for a specific policy or a specific transmission date range for a state.

The screenshot shows the NCCI Data Reports interface. At the top, there is a navigation bar with links for Policy, Unit, URC, DCI, Tools and Information, and About. Below this, the current policy is identified as 'Policy - 45856 - NCCI TRAINING COMPANY'. There are three tabs: 'NCCI Generated', 'Customer Generated' (which is active), and 'My Queue'. A dropdown menu for 'Reports' is set to 'POC Transaction Report'. Below the dropdown, there is a section titled 'Enter/Select Criteria and click Generate Report' with the following fields:

- Carrier Code:** A dropdown menu set to 'All Carrier Codes'.
- *States:** A dropdown menu set to 'Please Select a State'.
- Policy Number Selection:** Radio buttons for 'All' (selected) and 'Single'.
- *Transmission Date Range:** A date range selector showing 'MM/DD/YYYY' through '9/30/2022'.
- *Report Name:** An empty text input field.
- Report Format:** Radio buttons for 'Acrobat/PDF' (selected), 'Excel/XLS', and 'Comma Delimited/CSV'.

At the bottom of the form are two buttons: 'Generate Report' and 'Reset Criteria'.

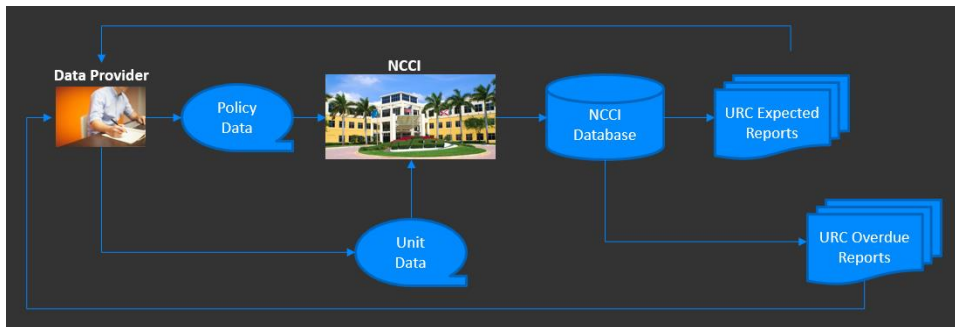


Data Now Program (DNP) Using Data Reports

Chapter 6: Reports—Unit Report Control (URC)

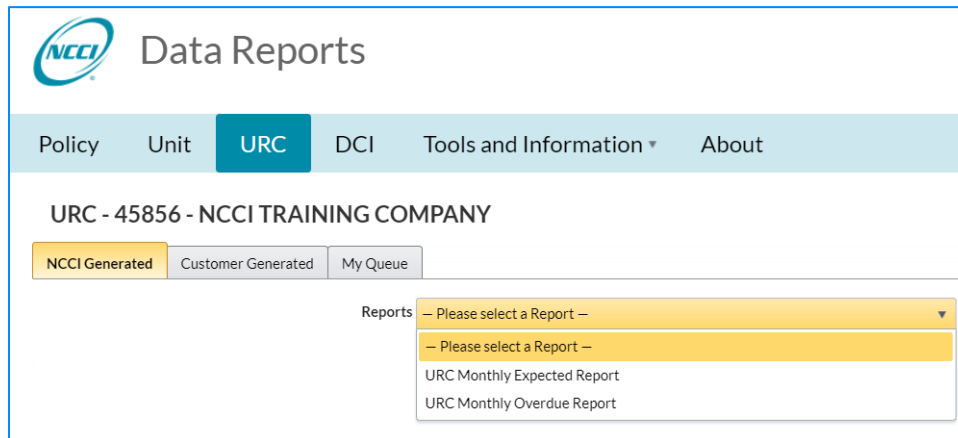
URC—High-Level Process Flow

- Data provider submits Policy Data to NCCI
- URC record is created
- NCCI provides list of expected unit reports (units by due date and overdue units)
- Data provider submits Unit Data to NCCI
- Unit Data will either close the URC record, if no open claims, or update the URC record for subsequent reports for open claims



URC Reports

There are two NCCI-Generated URC reports.



URC Monthly Expected Report

- Available three months before the first valuation of the unit report is due
- Sent to the **DTV** mailbox of your company's unit contact; also available in the **Data Reports** tool
- Available in three formats: PDF, Excel, or CSV
- Units reported and processed with a Data Grade 2 through 5 are considered received and not listed on the URC reports



Data Now Program (DNP) Using Data Reports

- URC Monthly Expected Reports are retained for six months

Reports URC Monthly Expected Report

Report Name	PDF	Excel	CSV	Create Date/Time
URC Monthly Expected Report - September 2022				09/01/2022 01:33 AM
URC Monthly Expected Report - August 2022				08/25/2022 11:48 AM
URC Monthly Expected Report - July 2022				07/01/2022 01:45 AM
URC Monthly Expected Report - June 2022				06/01/2022 01:55 AM
URC Monthly Expected Report - May 2022				05/01/2022 01:46 AM
URC Monthly Expected Report - April 2022				04/01/2022 02:18 AM

** Due to volume, some reports may only be available in the .csv format*

URC Monthly Expected Report—Example

- Review key fields:
 - Coverage Provider ID
 - Policy Number
 - Policy Effective Date
 - State
- Policy Number will not be listed if NCCI did not receive a Policy Data submission

URC Monthly Expected Report - September 2020 Page 2 of 7
 Coverage Provider Group ID: 45856 - NCCI TRAINING CO
 Due Date: 12/2020
 Valuation Date: 10/2020

1st Reports - Policy Effective Month/Year: 04/2019

Cov Prvdr ID	Policy Number	Pol Eff Dt	Pol Exp Dt	State	Rpt Nbr	Insured Name	NCCI Risk ID	NCCI Branch Code
45856	DNP02511	04/01/2019	04/01/2020	24-MO	1	DNP TRAINER INDUSTRIES INC	912121212	001
45856	DNP21711	04/01/2019	04/01/2020	20-MA	1	URC RECORDS & CO	917070707	001
45856	DNP21711	04/01/2019	04/01/2020	42-TX	1	URC RECORDS & CO	917070707	001
45856	DNP09121	04/01/2019	04/01/2020	52-HI	1	EXPECTED EXAMPLE INC	911757575	002
45856	DNP08270	04/01/2019	04/01/2020	01-AL	1	BUBBLES & WATERFALLS INC	917888000	002
45856	DNP07081	04/01/2019	04/01/2020	03-AR	1	READING URC INDUSTRIES	917111111	001
45856	DNP07081	04/01/2019	04/01/2020	09-FL	1	READING URC INDUSTRIES	917111111	001

Review and take corrective action if necessary



Data Now Program (DNP) Using Data Reports

URC Monthly Overdue Report—Example

The report includes cumulative information on first and subsequent unit reports that are overdue up to 36 months from the due date. Unit reports are overdue when they have either not been submitted or were rejected (Data Grade 9) after their due month.

URC Monthly Overdue Report - October 2018
Coverage Provider Group ID: 99990 - NCCI INC

Page 15 of 43

Cov Prvdr ID	Policy Number	Pol Eff Dt	Pol Exp Dt	State	Rpt Nbr	Insured Name	NCCI Risk ID	NCCI Branch Code	Due Date	Months Overdue
99990	TEST090	01/01/2014	01/01/2015	01-AL	4	RYAN INC.			09/2018	1
99990	TEST091	01/01/2014	01/01/2015	01-AL	4	RYAN INC.			09/2018	1
99990	TEST092	01/01/2014	01/01/2015	01-AL	4	RYAN INC.			09/2018	1
99990	TEST093	01/01/2014	01/01/2015	01-AL	4	RYAN INC.			09/2018	1
99990	TEST094	01/01/2014	01/01/2015	01-AL	4	RYAN INC.			09/2018	1
99990	TEST095	01/01/2014	01/01/2015	01-AL	4	RYAN INC.			09/2018	1
99990	TEST096	01/01/2014	01/01/2015	01-AL	4	RYAN INC.			09/2018	1
99990	TEST097	01/01/2014	01/01/2015	01-AL	4	RYAN INC.			09/2018	1
99990	TEST098	01/01/2014	01/01/2015	01-AL	4	RYAN INC.			09/2018	1
99990	TEST099	01/01/2014	01/01/2015	01-AL	4	RYAN INC.			09/2018	1
99990	TEST100	01/01/2014	01/01/2015	01-AL	4	RYAN INC.			09/2018	1
99990	TGWC0002	11/15/2015	01/01/2016	10-GA	2	TERESA TEST LAPTOP ADD UNIT			07/2018	3
99990	12ERSPLIT1	10/26/2015	10/26/2016	23-MS	2	COUNTRY MARKET FOOD CHAIN	913456904		06/2018	4
99990	55WNR56472	10/31/2015	10/31/2016	09-FL	2	USA TOURS INC	917937559		06/2018	4
99990	WC00001684	10/31/2015	10/31/2016	27-NV	2	FINDING SOLUTIONS LLC	270369650		06/2018	4
99990	WC12540569	10/31/2015	10/31/2016	12-IL	2	J SQUARED SHIP YARD	917937559		06/2018	4
99990	WC12574896	10/26/2015	10/26/2016	23-MS	2	MISSISSIPPI MUD MASK INC	913456904		06/2018	4
99990	WC198272478127	10/30/2015	10/30/2016	31-NY	2	RIB BONES FARMS	913326741		06/2018	4
99990	WCERSPLIT0A	10/31/2015	07/31/2016	16-KY	2	BLACK HAWK MINING	910639730		06/2018	4

URC Customer-Generated Reports

NCCI offers two Customer-Generated URC reports: the URC Expected Report and URC Overdue Report.

Data Reports

Policy Unit **URC** DCI Tools and Information ▾ About

URC - 45856 - NCCI TRAINING COMPANY

NCCI Generated **Customer Generated** My Queue

Reports — Please select a Report —
 — Please select a Report —
 URC Expected Report
 URC Overdue Report

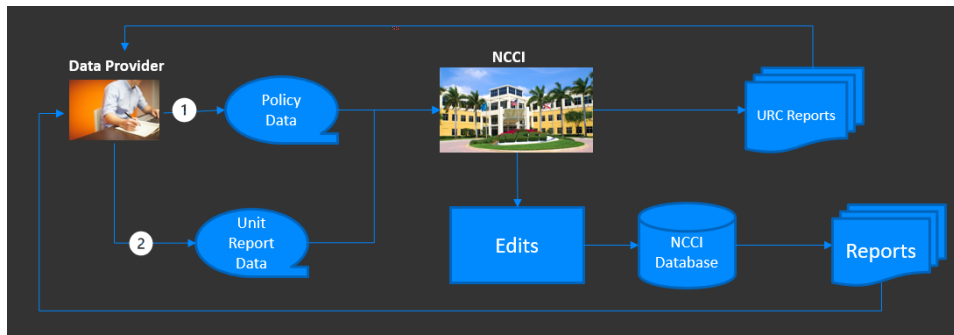


Data Now Program (DNP) Using Data Reports

Chapter 7: Reports—Unit Statistical Data

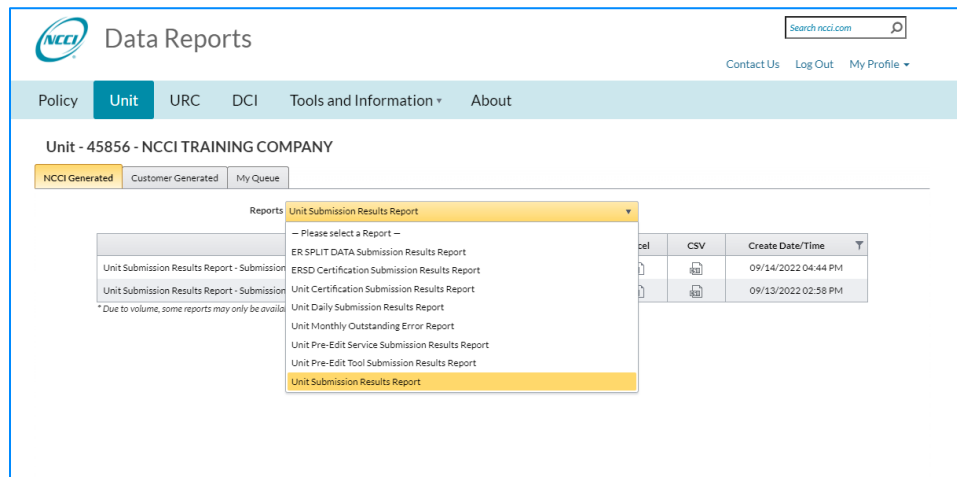
Unit Data Reporting Workflow

- The unit process starts with the submission of Policy Data to NCCI
- Policy Data creates a URC record; a URC report is generated
- Companies submit Unit Data to NCCI
- NCCI evaluates data through its editing process and loads data into database
- Submission Results Reports are generated
- Carrier reviews and submits corrections to any Unit Data in error
- NCCI includes subsequent expected Unit Data in the URC Expected Reports



Data Reports—Unit—NCCI-Generated

NCCI-Generated Reports that can be retrieved in the **Data Reports** tool:



Unit Submission Results Report

Provides results on individual submissions. Displays information for both unit reports that were rejected and accepted with edits or suspect conditions. Previously submitted unit reports that received associated net edits may also be included in this report.



Data Now Program (DNP) Using Data Reports

Unit Submission Results Report														Page 2 of 2			
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY																	
Submission ID: 3591112																	
Cov Prvd ID	Policy Number	Pol Eff Dt	State	Insured Name	Rpt Nbr	Seq Nbr	Corr Nbr	NCCI Corr	Admin Nbr	Data Grade	Record In Error	Claim Nbr/Class Code	Field In Error	Edit Nbr / Type Code	Reported Value	Defaulted Value	Stmn ID
13118	E990512EXAMPLE	01/01/2016	01-AL	9905-12 MIDDLE SUB WITH \$0	1	0	0		22262C5330	3	H			0084-01	000000000		3591112
				Edit Message / Validation Desc:	DATA IS NOT NUMERIC												
13118	E990512EXAMPLE	01/01/2016	01-AL	9905-12 MIDDLE SUB WITH \$0	1	0	0		22262C5330	2	LD		MISCELLANEOUS LINK EDITS	9900-01	E990512EXAMP LE		3591112
				Edit Message / Validation Desc:	UNIT REPORT DATA DOES NOT MATCH POLICY DATA												
13118	E990512EXAMPLE	01/01/2016	01-AL	9905-12 MIDDLE SUB WITH \$0	3	0	0		22262C5332	5	L	CLAIM1	INJURY TYPE CODE	0101-06	05		3591112
				Edit Message / Validation Desc:	INDEMNITY CLAIM REPORTED WITHOUT INCURRED INDEMNITY AMOUNT												
13118	E990512EXAMPLE	01/01/2016	01-AL	9905-12 MIDDLE SUB WITH \$0	3	0	0		22262C5332	2	L	CLAIM1	MISCELLANEOUS LOSS (CLAIM) EDI	9905-12	Incur Indem 000000000 Incur Mes 000000000 Update Type C		3591112
				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.												
13118	E990512EXAMPLE	01/01/2016	01-AL	9905-12 MIDDLE SUB WITH \$0	4	0	0		22262C5333	9	LD		MISCELLANEOUS LINK EDITS	9900-14	E990512EXAMP LE		3591112
				Edit Message / Validation Desc:	SUBSEQUENT REPORTS WILL NOT BE ACCEPTED IF A PRIOR REPORT LEVEL CONTAINS AT LEAST ONE PRIORITY DATA GRADE 5 EDIT												
13118	E990512EXAMPLE	01/01/2016	01-AL	9905-12 MIDDLE SUB WITH \$0	5	0	0		22262C5334	9	LD		MISCELLANEOUS LINK EDITS	9900-09	E990512EXAMP LE		3591112
				Edit Message / Validation Desc:	SUBSEQUENT REPORT RECEIVED OUT-OF-SEQUENCE												
13118	E990512EXAMPLE	01/01/2016	01-AL	9905-12 MIDDLE SUB WITH \$0	5	0	0		22262C5334	9	LD		MISCELLANEOUS LINK EDITS	9900-14	E990512EXAMP LE		3591112
				Edit Message / Validation Desc:	SUBSEQUENT REPORTS WILL NOT BE ACCEPTED IF A PRIOR REPORT LEVEL CONTAINS AT LEAST ONE PRIORITY DATA GRADE 5 EDIT												

Details of the report:

- Policy Keys
 - Coverage Provider ID
 - Policy Number
 - Policy Effective Date
 - State
- Report Number
- Data Grade
- Data Record
- Edit and Edit Message


Unit Daily Submission Results Report

Includes information on all unit reports that were submitted either online or by file submission during the prior day that remain rejected or with edits or suspect conditions.

The difference between this report and the Unit Submission Results Report is that like the policy reports, the submission report is produced upon submission and will only contain the information for the particular submission file. The Daily Submission file will contain the combination of data from all of the prior day's submissions and any updates made in the **Unit Data Collection** tool. Any discrepancies addressed when working the Unit Submission Results Report do not appear in the next Daily Submission Results Report.



Data Now Program (DNP) Using Data Reports

 **Unit Daily Submission Results Report - September 15, 2022** Page 2 of 170
Coverage Provider Group ID: 45856 - NCCI TRAINING COMPANY

Car Prdr 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 CARRIER CODE NUMBER	Edit Nbr / Type Code	Reported Value	Defaulted Value	Stmn ID
45854	TESTDEP2001B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8244	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2002B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8245	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2003B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8246	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2004B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8247	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2005B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8248	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2006B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8249	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2007B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8250	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2008B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8251	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2009B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8252	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2010B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8253	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2011B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8254	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2012B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8255	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2013B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8256	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																
45854	TESTDEP2014B	01/01/2011	42-TX	DEP TEST 2	1	0	0	22257A8257	9	LD		CARRIER CODE NUMBER	0028-02	45854		3589605
Edit Message / Validation Desc: DATA IS MISSING OR INVALID																

The report layout is identical to the layout of the Unit Submission Results Reports.

Unit Monthly Outstanding Error Report

This report includes information on unit reports processed within the most recent 12 months on NCCI's database with Data Grades 4 (Priority Errors) or 5 (Critical Priority Errors). All related unit reports with the same key fields that were processed prior to the 12-month time frame and received a Data Grade of 4 or 5 will also be included.

Therefore, we provide information on units that received Data Grade 4 and 5 edits on the Submission Results Report upon file submission. If not addressed immediately, that same information will display on the Daily Submission Results Report. If not addressed within the month, the same information will display on the Unit Monthly Outstanding Error Report.



Data Now Program (DNP) Using Data Reports

Data Reports—Customer Generated

One report is available, the Unit Reject and Error Report, which identifies rejects, errors, and suspect conditions resulting from criteria selected.

The screenshot shows the NCCI Data Now Program interface. At the top, there is a navigation bar with tabs for 'Policy', 'Unit' (selected), 'URC', 'DCI', 'Tools and Information', and 'About'. Below the navigation bar, the page title is 'Unit - 45856 - NCCI TRAINING COMPANY'. There are three tabs: 'NCCI Generated', 'Customer Generated' (selected), and 'My Queue'. A 'Reports' dropdown menu is open, showing options: 'Please select a Report', 'Please select a Report', and 'Unit Reject and Error Report'.

Available criteria:

The screenshot shows the 'Unit Reject and Error Report' criteria selection form. The form is titled 'Unit Reject and Error Report' and has a dropdown menu for 'Reports' set to 'Unit Reject and Error Report'. Below the title, there is a section for 'Enter/Select Criteria and click Generate Report'. The form includes several fields: 'Carrier Code' (All Carrier Codes), 'States' (All States), 'Data Grade Conditions' (All Edit Conditions (1,2,3,4,5)), 'Date Type' (Policy Effective Date, Received Date), 'Policy Effective Date Range' (MM/DD/YYYY, 8/14/2022), 'Insured Name', 'Policy Number', 'Admin Number' (NNNNN-X-NNNN), 'FEIN', 'Risk ID', and 'Report Name'. The 'Report Format' section has radio buttons for 'Acrobat/PDF' (selected), 'Excel/XLS', and 'Comma Delimited/CSV'. There are 'Generate Report' and 'Reset Criteria' buttons at the bottom. A blue double-headed arrow points from the 'Data Grade Conditions' dropdown to a list of available criteria on the right.

Data Grade Conditions

- All Edit Conditions (1,2,3,4,5)
- All Edit Conditions (1,2,3,4,5)
- All Reject Conditions (9)
- 1-Informational Edits
- 2-Suspect Edits
- 3-Default Edits
- 4-Priority Edits
- 5-Priority Critical Edits

Date Type

Policy Effective Date Range

Insured Name

Policy Number

Admin Number

NNNNN-X-NNNN

Report layout matches layout of the NCCI-Generated Submission and Daily Submission Results Reports.



Data Now Program (DNP) Using Data Reports

Chapter 8: Electronic Transmission User’s Guide (ETUG)

The *Electronic Transmission User’s Guide (ETUG)* contains a listing of all outbound data reports by data type.

ETUG—Outbound Data Reports

Outbound data reports are defined under each of the separate data types. The guide provides the criteria, schedule, formats, and access information for each report.

Policy data reports and outbound data files
 Rule ID: ET-OUTB-PB88E
 Effective Date: NO DATE FOUND

Policy data reports and outbound data files include the

- Policy Submission Results Report
- Policy Daily Submission Results Report
- Monthly Outstanding Data Grade 7 Report
- Policy Certification Submission Results Report
- Policy Reject and Error Report, and
- Policy Risk ID Report.

These reports include information on policy transactions or records that were submitted and either rejected, received errors, or have outstanding edits. The Policy Risk ID Report includes a listing of policies with their associated Risk ID's.

Availability of Policy data reports and outbound data files
 Policy data reports and outbound data files are NCCI-Generated, Customer-Generated, or both. NCCI-Generated reports are automatically produced by NCCI for Policy Data based on a submission or schedule. Customer-Generated reports are requested by the data provider based on specified criteria.

Policy data reports and outbound data files are available through different methods:

- NCCI-Generated reports are available through the **Data Reports** tool and for some outbound data files, available through **DTVI**.
- Customer-Generated reports are available through the **Data Reports** tool.

NCCI-Generated and Customer-Generated reports are available in the **Data Reports** tool in various formats.

Delivery of NCCI-Generated reports to DTVI for Policy Data
 NCCI-Generated reports that are available as an outbound data file are delivered to the **DTVI** mailbox of the subscriber or Secure FTP user. To receive these reports, contact NCCI's Customer Service Center for product access.

Topic	See page
Policy Submission Results Report	45
Policy Daily Submission Results Report	46
Policy Monthly Outstanding Data Grade 7 Report	48
Policy Certification Submission Results Report	49
Policy Reject and Error Report	49
Policy Risk ID Report	50

It covers all outbound data reports sent through **DTVI** or available through the **Data Reports** tool.

Topic	See page
Policy Submission Results Report	45
Policy Daily Submission Results Report	46
Policy Monthly Outstanding Data Grade 7 Report	48
Policy Certification Submission Results Report	49
Policy Reject and Error Report	49
Policy Risk ID Report	50

Policy Submission Results Report
 Rule ID: ET-OUTM-PFFB2
 Effective Date: NO DATE FOUND

The Policy Submission Results Report includes submission and edit information on policy transactions and records that were submitted by file and either rejected or accepted with errors. Rejected data is identified with Data Grades 8 and 9 edits, and accepted data with errors is identified with Data Grades 1 and 2 edits. Rejected data is identified with Data Grades 8 and 9 edits, and accepted data with errors is identified with Data Grades 1 and 2 edits.



Data Now Program (DNP) Using Data Reports

ETUG—CSV Format

Provides links to the CSV format specification to allow uploading the reports into your systems.

Unit & URC Reports																		
Field Name	Comma Separated Format (.csv)																	
	Unit Submission Results Report Unit Daily Submission Results Report			Customer Generated Unit Report and Error Report			Unit Certification Submission Results Report Unit Pre-601 Test Submission Results Report Unit Pre-601 Service Submission Results Report			Unit Monthly Outstanding Error Report			URC Monthly Expected Report Customer Generated URC Expected Report			URC Monthly Overdue Report Customer Generated URC Overdue Report		
	COLUMN	MAXIMUM LENGTH	CONFIGURATION	COLUMN	MAXIMUM LENGTH	CONFIGURATION	COLUMN	MAXIMUM LENGTH	CONFIGURATION	COLUMN	MAXIMUM LENGTH	CONFIGURATION	COLUMN	MAXIMUM LENGTH	CONFIGURATION	COLUMN	MAXIMUM LENGTH	CONFIGURATION
Cov Prvdr Grp ID	1	5	XXXXX	1	5	XXXXX	1	5	XXXXX	1	5	XXXXX	1	5	XXXXX	1	5	XXXXX
Policy Number	2	18	X(18)	2	18	X(18)	2	18	X(18)	2	18	X(18)	2	18	X(18)	2	18	X(18)
Pol Exp Dt	3	10	MM/DD/YYYY	3	10	MM/DD/YYYY	3	10	MM/DD/YYYY	3	10	MM/DD/YYYY	3	10	MM/DD/YYYY	3	10	MM/DD/YYYY
State	4	5	XX-XX	4	5	XX-XX	4	5	XX-XX	4	5	XX-XX	4	5	XX-XX	4	5	XX-XX
Insured Name	5	30	X(30)	5	30	X(30)	5	30	X(30)	5	30	X(30)	5	30	X(30)	5	30	X(30)
Rpt Nbr	6	1	X	6	1	X	6	1	X	6	1	X	6	1	X	6	1	X
Cont Sec Nbr	7	1	X	7	1	X	7	1	X	7	1	X	7	1	X	7	1	X
NCCI Cert Seq Nbr	8	2	XX	8	2	XX	8	2	XX	8	2	XX	8	2	XX	8	2	XX
Rev Dt	9	10	MM/DD/YYYY	9	10	MM/DD/YYYY	9	10	MM/DD/YYYY	9	10	MM/DD/YYYY	9	10	MM/DD/YYYY	9	10	MM/DD/YYYY
Admstr Nbr	10	10	X(10)	10	10	X(10)	10	10	X(10)	10	10	X(10)	10	10	X(10)	10	10	X(10)
Data Grade	10	1	X	10	1	X	10	1	X	10	1	X	10	1	X	10	1	X
Record in Error	11	2	XX	11	2	XX	11	2	XX	11	2	XX	11	2	XX	11	2	XX
Claim Nbr/Class Code	12	12	X(12)	12	12	X(12)	12	12	X(12)	12	12	X(12)	12	12	X(12)	12	12	X(12)
Field in Error	13	30	X(30)	13	30	X(30)	13	30	X(30)	13	30	X(30)	13	30	X(30)	13	30	X(30)
Edit Nbr or Type Code	14	7	XXXX-XX or XXXX	14	7	XXXX-XX or XXXX	14	7	XXXX-XX or XXXX	14	7	XXXX-XX or XXXX	14	7	XXXX-XX or XXXX	14	7	XXXX-XX or XXXX
Edit Message/Validation Desc	15	200	X(200)	15	200	X(200)	15	200	X(200)	15	200	X(200)	15	200	X(200)	15	200	X(200)
Reported Value	16	90	X(90)	16	90	X(90)	16	90	X(90)	16	90	X(90)	16	90	X(90)	16	90	X(90)
Defaulted Value	17	90	X(90)	17	90	X(90)	17	90	X(90)	17	90	X(90)	17	90	X(90)	17	90	X(90)
Slctm ID	18	7	X(7)	18	7	X(7)	18	7	X(7)	18	7	X(7)	18	7	X(7)	18	7	X(7)
Report Level Data Grade										10	1	X						
Cont Type										11	1	X						
Nbr of Months in Error										12	2	XX						
Due Month/Year										13	7	MM/YYYY						
NCCI Unit ID													8	9	X(9)	8	9	X(9)
NCCI Branch Code													9	3	XXX	9	3	XXX
Pol Exp Dt													4	10	MM/DD/YYYY	4	10	MM/DD/YYYY
Due Date																10	7	MM/YYYY
Months Overdue																11	2	XX

Summary and Conclusion

- Data reports assist with reporting timely and quality data to NCCI
- Data reports are provided for each data type and are generated at various points during the data reporting cycle
- All NCCI-Generated data reports can be retrieved from the **Data Reports** tool within the report retention period
- Customers can generate user-defined reports within the **Data Reports** tool

Resources

ncci.com

- **Data Reports Tool**
- **Data Transfer via the Internet (DTVI)**
- Data Reports Guide
- **Electronic Transmission User's Guide**
- **Policy Data Collection**
- **Unit Data Collection**
- **Data Manager Dashboard**