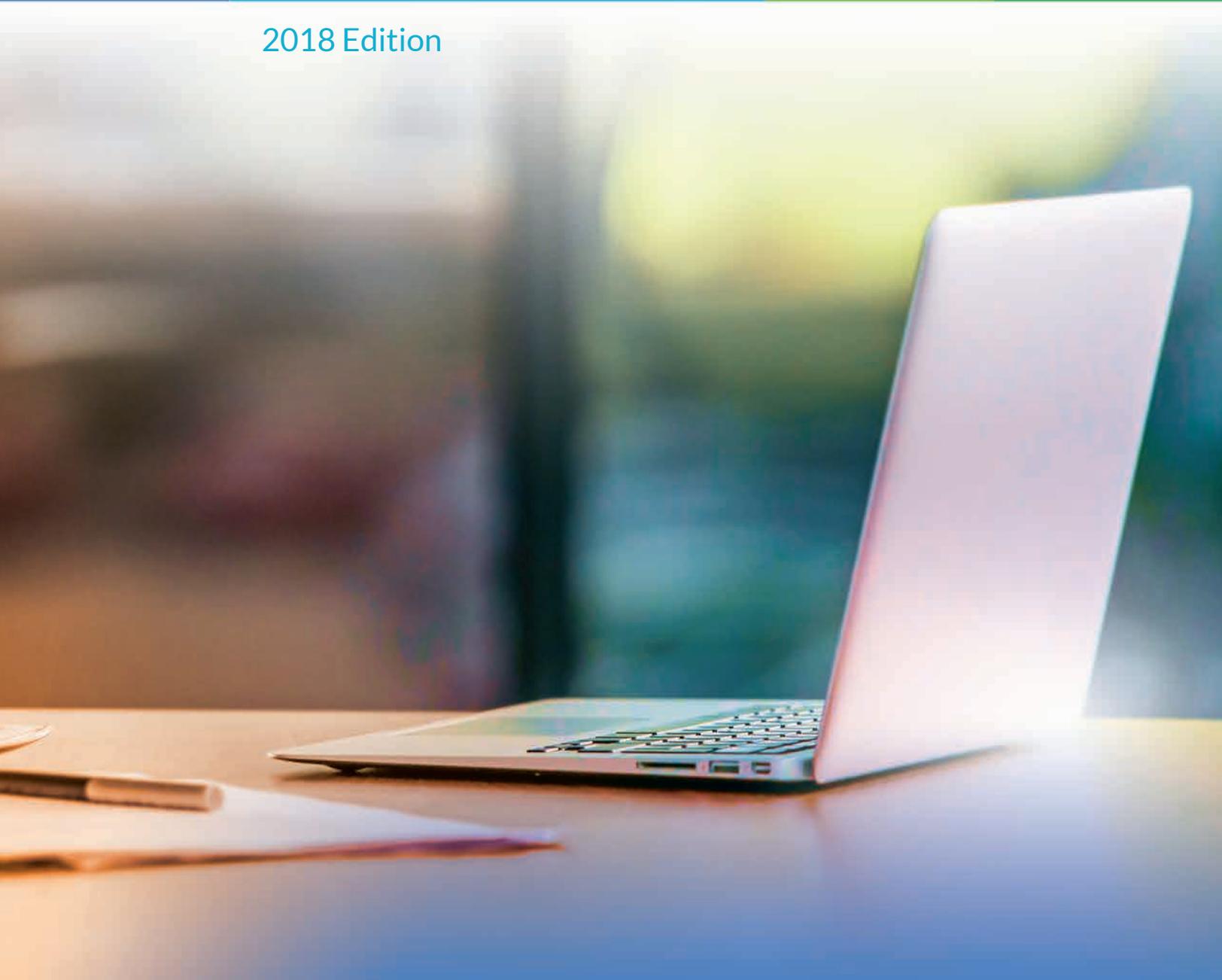




Unit Statistical Data Tools and Resources

A Comprehensive Portfolio of Data Reporting Tools and
Resources for Unit Statistical Data Reporters

2018 Edition



What Is Unit Statistical Data?

Unit Statistical data is audited exposure, premium, and loss information for a policy.

What Is Unit Statistical Data Used For?

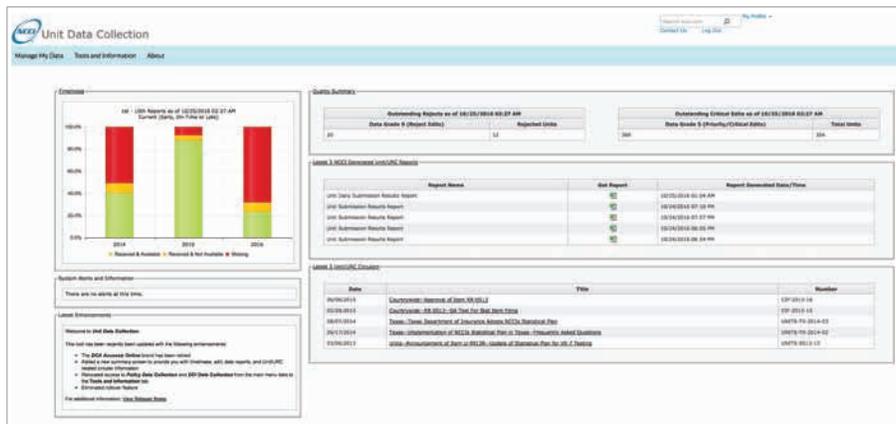
Unit Statistical data is used for class ratemaking, production of experience modification factors, actuarial analysis, and other NCCI products and services.

Tools and Resources for Unit Statistical Data Reporters

Tools and Services for Reporting, Receiving, and Monitoring

NCCI offers a variety of tools and services on ncci.com to help you conveniently pre-edit, submit, view, correct, and monitor your Unit Statistical data.

- **Unit Data Collection** allows you to search, view, and correct your company's Unit Statistical data, track your submissions, and identify any associated errors. You can also enter unit reports online. To further assist you with your unit statistical reporting, this tool offers the following additional features:
 - **Unit Report Control (URC)** is used to monitor the timely submission and receipt of unit report data. This feature also allows you to update a URC status both at the policy and state levels.
 - **Notifications** provides you with a central source for accessing, tracking, and responding to data quality issues or questions that NCCI has identified through the Unit Validation Process.
 - **File Tracking** allows you to monitor Production, Certification, and Pre-Edit Unit Statistical data files sent by you or your company. You can also monitor the data files sent to you and when they were downloaded.
 - **Data Reports** provides information regarding your submissions and edits identified by NCCI. You can also create customized reports.
 - **Carrier Information** allows you to access your carrier group information and view coverage provider IDs (carrier codes) that fall under your group. Buyout/runoff dates, contact information, and branch addresses can also be accessed.
 - **Extract Data** allows you to extract your Unit Statistical data in the WCSTAT format for creating subsequent reports, archiving, or researching.
 - **Unit Pre-Edit Tool** allows you to submit a Unit Statistical data file to pre-edit, view, and correct your data online prior to submitting the file to production.



The main page of *Unit Data Collection* provides a current view of your latest timeliness and submission information.



- **Unit Pre-Edit Service** allows you to submit a Unit Statistical data file to pre-edit and receive an edit report to help correct the data prior to submitting to production.
- **Data Transfer via the Internet (DTVI)** is NCCI's Web-based tool for reporting your data electronically. You can also receive error and submission reports and data files.
- **Bureau Compliance Statistical Service (BCSS)** allows you to submit units to NCCI for an independent bureau state(s), which will then be forwarded to the bureau(s) on your behalf. You can use **BCSS** Outbound Tracking to manage your data and track your submissions.
- **Data Manager Dashboard** helps you monitor your company's Unit Statistical data reporting performance. You can also access your data quality results from the **Data Quality Incentive Program (DQIP)**, **Regulator Exception Program**, and **Carrier Data Quality Report Program (Carrier Report Card)**.

Data Manager Dashboard

Summary | Policy | Unit | DCI | Financial | Medical | Pool | Compliance Programs | Tools and Information | About

Summary - 45856 - NCCI TRAINING COMPANY

Key Indicators: Residual Market

10/28/2014 09:49 AM

Compliance Programs

DQIP Factors

Q1-2015	Q2-2015	Q3-2015	Q4-2015	Q1-2016	Q2-2016	Q3-2016
1.00	1.00	1.00	1.00	1.00	1.00	1.00

DQIP Assessments

Invoice Year	Data Collection Fee	Adjustment	Total
*2016	\$39,293	\$0	\$39,293
2015	\$53,397	\$0	\$53,397

*DQIP Evaluation Date 10/01/2016

ADQIP Assessments for Reporting Group 45856

Valuation	Timeliness	Quality	Total
2015	\$0	\$0	\$0
2014	\$0	\$200	\$200

Report Card

Available Report Cards	Policy		Unit		DCI			Financial			
	Received Within 60 Days	Grade	Available on Time	Grade	18 Month Valuations on Time	>18 Month Valuations on Time	Grade	Avg Days Late	Grade	Avg Fined Edits	Grade
2016 Monthly	99.8%	A	99.6%	A	98.3%	95.6%	PASS	0	A	0	PASS
2015 Final	99.8%	A	99.7%	A	97.6%	93.2%	PASS	0	A	0	PASS

Medical

Year	Category	Criteria	4Q 2015	1Q 2016	2Q 2016	3Q 2016	Grade
2016	Completeness	On Time	✓	✓	✓	✓	N/A
	Quality	Passing	✓	✓	✓	✓	N/A
2015	Completeness	On Time	✓	✓	✓	✓	PASS
	Quality	Passing	✓	✓	✓	✓	PASS

Proof of Coverage

Month/Year	Avg Reject Rate for All States	Nbr of States Above 5% Threshold
Oct 2016	0.5%	2
Nov 2015 - Oct 2016	0.4%	3

Outstanding Rejects and Edits

Data Grade	Policy	Unit	DCI
*DG 9	6	3	72
*DG 8	38	N/A	N/A
**DG 7	128	N/A	N/A
**DG 6	1	N/A	N/A
**DG 5	N/A	2	N/A

*All Outstanding
**Nov 2015 - Oct 2016

The summary page of *Data Manager Dashboard* allows you to view reporting performance and compliance results at a glance.

Contact Us. We're here to assist you Monday-Friday, 8:00 a.m.-8:00 p.m. ET. Call our Customer Service Center at 800-NCCI-123 (800-622-4123) or visit ncci.com and choose **Contact Us** to send an email.



Manuals Library

Filter By State Historical Table of Contents - Show About

- Underwriting Manuals
- Data Manuals
- Reference Manuals
- Previous Editions

- Data Manuals
 - Data Quality Guidebook
 - DCI Reporting Guidebook 2009 Edition
 - Electronic Transmission User's Guide
 - Financial Call Reporting Guidebook
 - Medical Data Call Reporting Guidebook
 - Policy and POC Reporting Guidebook
 - Pool Data Reporting Guidebook
 - Statistical Plan Manual 2008 Edition
 - Unit Statistical Reporting Guidebook

NCCI's Manuals Library offers instant access to our current data manuals and guidebooks.

Resources for Reporting Requirements and Communications

NCCI offers a number of resources on ncci.com to provide you with reporting requirements and information for Unit Statistical data.

- **Statistical Plan for Workers Compensation and Employers Liability Insurance** contains the rules and requirements for reporting Unit Statistical data for all NCCI states.
- **Unit Statistical Reporting Guidebook** provides instructions and examples for reporting Unit Statistical data to NCCI and supplements NCCI's **Statistical Plan**. The guidebook includes details on error and submission reports, as well as the Unit Edit and Validation matrices.
- **Data Quality Guidebook** contains the program rules and criteria for each of NCCI's Data Quality Compliance Programs. It also includes NCCI's approach to data quality, details for Cross-Data Type Comparisons, and workflows for data quality best practices.
- **Electronic Transmission User's Guide** contains the requirements for preparing and submitting test and production files for all NCCI data types. It also includes information for receiving data files and extracts electronically. Field specifications and record layouts for electronic transmissions are found in the *WCIO Workers Compensation Data Specifications Manual*.

- **Circulars/FYI Plus Releases** address time-sensitive topics. These documents may include a call to action and/or announce important information needed to report timely and quality data.
- **Data Reporting Page (Unit Statistical Data)** on ncci.com provides tools, resources, publications, and direct access to Webinars on Demand to help you with all of your Unit Statistical data reporting needs.

Training Opportunities

NCCI is committed to educating data reporting customers by offering two types of training opportunities—Webinars on Demand and Data Workshops.

Webinars on Demand

NCCI's Webinars on Demand are online training modules that you can view and listen to at your convenience. Go to the Learning Center on ncci.com to access the webinars.

Data Workshops

NCCI's training events provide education and instruction on the latest data reporting requirements and tools. Visit ncci.com to see upcoming opportunities.



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