

Delaware Compensation Rating Bureau, Inc.



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January 30, 1998

**BUREAU CIRCULAR NO. 703**

To All Members of the Bureau:

Re: **PROOF OF COVERAGE REPORTING SEMINAR**

For some time an effort has been underway to provide the insurance industry with an efficient and accurate method of reporting proof of coverage information to jurisdictions. The Workers Compensation Insurance Organization (WCIO) and the International Association of Industrial Accident Boards and Commissions (IAIABC) have taken an active role to insure that the needs of the boards, bureaus, carriers and jurisdictions have all been met. Through this cooperation carriers can use WCPOLS as the primary method of reporting proof of coverage information, thus eliminating the need to maintain two reporting structures. There are currently four states in production using the IAIABC EDI POC format. The use of this format to date has raised some data quality and reporting issues. Clarification and additional instructions may be necessary to help these and other jurisdictions become confident that the data being reported is accurate and useful.

This circular is being sent to determine our Bureau members' interest in a Proof of Coverage Reporting Seminar which will be co-sponsored by the WCIO and the IAIABC. The seminar will provide instructions for accurate methods of reporting (i.e., Name and Address Link, FEIN), will explore other problem areas and will demonstrate error-saving techniques and time-saving steps in a hands-on educational session which will provide general information on data reporting strategies. Participants will also become acquainted with the new IAIABC form, "POC1," which is a paper reporting form. Anyone in your organization who is responsible for reporting policy proof of coverage data, either through actual collection or systems design, should attend this seminar. We also encourage members to invite any agent representatives that your organization uses as a source of the policy information reported to you. Bureau representatives will be attending, both as facilitators and future users of the IAIABC POC format. There will be a registration fee based on expenses that will be determined once the seminar site has been chosen. Chicago has been suggested because of its central location and easy accessibility. The seminar will most likely be conducted in late spring or early summer.

So that we can properly plan for this seminar, please complete the attached survey and distribute copies to all interested parties within your organization and any agent representatives you wish to invite. Please fax the completed survey to Lynn Bittner of the Wisconsin Bureau as indicated at the bottom of the survey.

Timothy L. Wisecarver  
President

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Attachment

**PROOF OF COVERAGE REPORTING SEMINAR**  
**INTEREST SURVEY**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

- Yes, this would be a seminar we would be interested in attending
- No, this seminar would not be helpful to our organization at this time
- I would like someone to call with additional information.  
Please contact me at \_\_\_\_\_.

Number of people who would be interested in attending: \_\_\_\_\_

Specific items you would like covered at the seminar:

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**Please fax return to 414-479-2683 by February 9, 1998**  
Any complications in faxing, please contact Lynn Bittner @ 414-479-2617

***YOUR PROMPT RESPONSE WILL CERTAINLY BE APPRECIATED***