

## **Changes to the Data Certification Form**

(Released 12/4/2020)

Beginning September 2021, the WCIRB will be transitioning from a January 1 rate filing effective date to a September 1 rate filing effective date. As a result, the WCIRB's annual pure premium rate filings will be submitted in April rather than in August. To accommodate the new timeframe, the WCIRB's Actuarial Committee in its September 8, 2020 meeting approved moving up the due date of the annual Data Certification Form (DCF) from May to February of each year. The data calls that are to be certified have been adjusted to include only the data calls that would have been due prior to the new DCF due date. The following pages include a mock-up of the DCF from the 2019 DCF to the 2020 DCF that was included in the September 8, 2020 Actuarial Committee meeting agenda and approved by the Committee.



WCIRB Financial Call Data Certification — through ~~March~~  
December 31, 2020 (CA-DC-~~2019~~2020)

Due Date: ~~May 29~~February 26, 2020~~1~~

This Data Certification form must be completed by (a) a Company Officer or (b) an Actuary (who is a member of the American Academy of Actuaries and/or the Casualty Actuarial Society).

This Certification pertains to the information submitted to the WCIRB on the following WCIRB data calls ("Calls"):

- ~~CA-QT-4Q19: Quarterly Call for Fourth Quarter of 2019~~
- CA-LD-2019: Large Deductible Call for Calendar Year 2019
- CA-IM-2019: Aggregate Indemnity and Medical Costs Call for Calendar Year 2019
- CA-EX-2019: Call for Expense Information for Calendar Year 2019
- CA-QT-1Q20: Quarterly Call for First Quarter of 2020
- CA-QT-4Q20: Quarterly Call for Fourth Quarter of 2020

## Part I — Checklist

For each item listed below, please select one of the following three choices as it pertains to data reported on the Calls listed on page 1.

**Confirmed Review** Indicates that the item is relevant to your reporting entity's experience and has been verified as having been reported according to the reporting instructions<sup>1</sup> for the Calls listed on page 1.

**Does Not Apply\*** Indicates that the item is not relevant to your reporting entity's experience.

**Qualified Review\*** Indicates that the item is relevant to your reporting entity's experience, but limitation occurred in verifying that the data was reported according to the reporting instructions for the Calls listed on page 1.

\* If **Does Not Apply** or **Qualified Review** is selected for any question, you **must** provide an explanation in the column to the right of that question.

## Section A — Overall Reported Experience

#	Item	Confirmed Review	Does Not Apply (provide Explanation)	Qualified Review (provide Explanation)	Explanation
1	All data pertains <b>only</b> to California workers' compensation insurance, except for Section I, Questions 17 to 20 of CA-EX-2019 which pertains to countrywide workers' compensation insurance data from or related to Part III of the Insurance Expense Exhibit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	The following are <b>included</b> : <ul style="list-style-type: none"> <li>• All deductible policies on a gross (first-dollar) basis</li> <li>• Standard workers' compensation policies</li> <li>• Employers' liability increased limits</li> <li>• Minimum premiums</li> <li>• Salvage and subrogation</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	The following are <b>excluded</b> : <ul style="list-style-type: none"> <li>• Ceded reinsurance</li> <li>• Reinsurance assumed</li> <li>• Excess insurance</li> <li>• USL&amp;H insurance</li> <li>• Private residence employee insurance</li> <li>• National Defense Project insurance</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<sup>1</sup> Reporting instructions for each type of WCIRB data call can be found under Aggregate Financial Data in the Data Reporter section of the WCIRB website ([www.wcirb.com](http://www.wcirb.com)).

## Section B — Premiums and Pure Premiums

#	Item	Confirmed Review	Does Not Apply (provide Explanation)	Qualified Review (provide Explanation)	Explanation
4	Premium and pure premium from the following are <b>excluded</b> : <ul style="list-style-type: none"> <li>• Application of deductible credits</li> <li>• Application of any retrospective rating plan adjustments</li> <li>• Terrorism coverage</li> <li>• California Insurance Guarantee Association (CIGA) assessments</li> <li>• California Workers' Compensation Revolving Fund assessments</li> <li>• California Workers' Compensation fraud surcharges</li> <li>• Uninsured Employers Benefits Trust Fund assessments</li> <li>• Subsequent Injuries Benefits Trust Fund assessments</li> <li>• Occupational Safety &amp; Health Fund assessments</li> <li>• Labor Enforcement &amp; Compliance Fund assessments</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	When allocations of premium to policy year are required, all premium and pure premium are reported in the correct policy years based on policy effective date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	All premium and pure premium reflect premiums written or earned during the specified calendar quarter or calendar year, including all audit adjustments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Premium at Insurer Level <b>includes</b> the following: <ul style="list-style-type: none"> <li>• Application of experience modifications</li> <li>• Minimum premiums</li> <li>• Additional premium resulting from Insurance Code Section 11760.1</li> <li>• All rating plan adjustments (other than retrospective rating) such as schedule rating, merit rating, surcharge plans, premium discount, expense constants, and loss constants</li> <li>• Earned but unbilled (EBUB) premium</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Premium at Advisory Pure Premium Rate Level represents the premium charged if the Insurance Commissioner's advisory pure premium rates effective as of the inception date of the policy were applied to the applicable exposures for the specified calendar quarter or calendar year and the applicable experience modifications were applied. EBUB pure premium is <b>included</b> .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	Premium at Advisory Pure Premium Rate Level <b>excludes</b> minimum premiums, additional premium resulting from Insurance Code Section 11760.1, and all rating plan adjustments such as schedule rating, merit rating, surcharge plans, premium discount, expense constants, and loss constants.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#	Item	Confirmed Review	Does Not Apply (provide Explanation)	Qualified Review (provide Explanation)	Explanation
10	Reported premiums and pure premiums on large deductible policies are included on a first-dollar basis, <b>prior to</b> the application of any deductible credits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## Section C — Losses

#	Item	Confirmed Review	Does Not Apply (provide Explanation)	Qualified Review (provide Explanation)	Explanation
11	Losses are <b>prior to</b> the application of deductible reimbursements (i.e., reported on a first-dollar basis).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12	Losses are <b>after</b> application of recoveries from third parties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13	Indemnity losses are reported in accordance with the definition in the USRP. <sup>2</sup>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14	Medical losses are reported in accordance with the definition in the USRP.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15	Calendar year incurred losses reported reflect those amounts incurred, including payments made and changes in reserves, during <u>January 1 to December 31 of the</u> calendar year <del>2019</del> .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16	Calendar year paid losses reported reflect only those amounts paid during <u>January 1 to December 31 of the</u> calendar year <del>2019</del> .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17	<p>For reported accident year loss amounts:</p> <ul style="list-style-type: none"> <li>Losses are reported in the correct accident year based on the accident date, and valued as of: <ul style="list-style-type: none"> <li>(a) 12/31/2019 for <del>CA-QT-4Q19 and</del> CA-LD-2019, <del>and</del></li> <li>(b) 3/31/2020 for CA-QT-1Q20, <del>and</del></li> <li>(c) <u>12/31/2020 for CA-QT-4Q20</u></li> </ul> </li> <li>Paid data for each accident year includes the total of all amounts paid on each claim belonging to that accident year from the time the claim is reported to: <ul style="list-style-type: none"> <li>(a) 12/31/2019 for <del>CA-QT-4Q19 and</del> CA-LD-2019, <del>and</del></li> <li>(b) 3/31/2020 for CA-QT-1Q20, <del>and</del></li> <li>(c) <u>12/31/2020 for CA-QT-4Q20</u></li> </ul> </li> <li>The reserve data for each accident year represents the total reserves as of: <ul style="list-style-type: none"> <li>(a) 12/31/2019 for <del>CA-QT-4Q19 and</del> CA-LD-2019, <del>and</del></li> <li>(b) 3/31/2020 for CA-QT-1Q20, <del>and</del></li> <li>(c) <u>12/31/2020 for CA-QT-4Q20</u></li> </ul> </li> <li>Voluntary reserves are excluded from indemnity and medical loss reserves and IBNR reserves.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<sup>2</sup> USRP represents the *California Workers' Compensation Uniform Statistical Reporting Plan – 1995*, and can be found under USRP, ERP and Miscellaneous Regulations in the Filings and Plans section of the WCIRB website ([www.wcirb.com](http://www.wcirb.com)).

#	Item	Confirmed Review	Does Not Apply (provide Explanation)	Qualified Review (provide Explanation)	Explanation
18	<p>For the reporting of the costs of Medical Cost Containment Programs (MCCP), Independent Bill Review (IBR), and Independent Medical Review (IMR):</p> <ul style="list-style-type: none"> <li>On the Accident Year Exhibit of the <del>CA-QT-4Q19</del>, CA-LD-2019, <del>and</del> CA-QT-1Q20 <del>and CA-QT-4Q20</del>:               <ul style="list-style-type: none"> <li>(a) For claims arising from policies incepting <u>prior to</u> July 1, 2010: Only MCCP (not related to IBR and IMR) paid is included in Medical Paid Losses (column 3)</li> <li>(b) For claims arising from policies incepting <u>on or after</u> July 1, 2010: All MCCP (incl. that related to IBR and IMR) paid is excluded from Medical Paid Losses</li> </ul> </li> <li>On CA-EX-2019 (line 2, page 1): Only MCCP (not related to IBR and IMR) paid on claims arising from policies incepting <u>prior to</u> July 1, 2010 is included in Incurred Losses</li> <li>On CA-IM-2019 (line 6, Part C): Only MCCP (not related to IBR and IMR) paid on claims arising from policies incepting <u>prior to</u> July 1, 2010 is included in Payments for Medical Cost Containment Programs</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19	For the reporting of Paid Medical Losses on Open Indemnity Claims, the paid medical loss dollars for each accident year includes the total of all medical loss amounts paid on each open claim in which the indemnity incurred is greater than zero (i.e., excludes medical-only claims) defined in accordance with data call instructions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## Section D — Loss Adjustment Expenses

(ALAE = Allocated Loss Adjustment Expense; ULAE = Unallocated Loss Adjustment Expense)

#	Item	Confirmed Review	Does Not Apply (provide Explanation)	Qualified Review (provide Explanation)	Explanation
20	ALAE and ULAE are reported in accordance with their definitions in the USRP.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21	Paid ALAE on large deductible policies is <b>prior</b> to the application of any deductible reimbursements (i.e., reported on first dollar basis).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22	Incurred calendar year ALAE and ULAE reported reflect those amounts incurred, including payments made and changes in reserves, during <u>January 1 to December 31 of the calendar year-2019</u> .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23	<p>For accident year ALAE reported amounts:</p> <ul style="list-style-type: none"> <li>• Paid ALAE is reported in the correct accident year based on the accident date, and valued as of: <ul style="list-style-type: none"> <li>(a) 12/31/2019 for <del>CA-QT-4Q19 and</del> CA-LD-2019, <del>and</del></li> <li>(b) 3/31/2020 for CA-QT-1Q20, <del>and</del></li> <li>(c) <u>12/31/2020 for CA-QT-4Q20</u></li> </ul> </li> <li>• Paid ALAE for each accident year includes the total of all ALAE amounts paid on each claim belonging to that accident year from the time the claim is reported to: <ul style="list-style-type: none"> <li>(a) 12/31/2019 for <del>CA-QT-4Q19 and</del> CA-LD-2019, <del>and</del></li> <li>(b) 3/31/2020 for CA-QT-1Q20, <del>and</del></li> <li>(c) <u>12/31/2020 for CA-QT-4Q20</u></li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



#	Item	Confirmed Review	Does Not Apply (provide Explanation)	Qualified Review (provide Explanation)	Explanation
24	<p>On the CA-EX-2019 (Question 17; Countrywide Amounts on an IEE Basis):</p> <ul style="list-style-type: none"> <li>• IEE Incurred ULAE is reported on a basis consistent with line 16, <b>column 11</b>, of Part III of the 2019 Insurance Expense Exhibit (IEE).</li> <li>• IEE ULAE Reserves is reported on a basis consistent with line 16, <b>column 17</b>, of Part III of the 2019 IEE.</li> <li>• Paid ULAE is reported on a basis consistent with IEE Incurred ULAE and IEE ULAE Reserves.</li> <li>• IEE Incurred Losses is reported on a basis consistent with line 16, <b>column 7</b>, of Part III of the 2019 IEE.</li> <li>• IEE Loss Reserves is reported on a basis consistent with line 16, <b>column 13</b>, of Part III of the 2019 IEE.</li> <li>• Paid Losses is reported on a basis consistent with IEE Incurred Losses and IEE Loss Reserves.</li> <li>• Countrywide Paid Loss Below Deductibles includes deductible losses from all policies with a deductible irrespective of the amount of the deductible.</li> <li>• Countrywide Open Indemnity Claim Counts pertains to accident years 1989 and forward and is reported on a basis consistent with the total line of <b>column 11</b> of the Accident Year Exhibit of the CA-QT-4Q18 Quarterly Call (rather than that of CA-QT-4Q19).</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

#	Item	Confirmed Review	Does Not Apply (provide Explanation)	Qualified Review (provide Explanation)	Explanation
25	<p>For the reporting of the costs of Medical Cost Containment Programs (MCCP), Independent Bill Review (IBR), and Independent Medical Review (IMR):</p> <ul style="list-style-type: none"> <li>On the Accident Year Exhibit of the <del>CA-QT-4Q19</del>, CA-LD-2019, <del>and</del> CA-QT-1Q20 <del>and CA-QT-4Q20</del>:           <ul style="list-style-type: none"> <li>(a) For claims arising from policies incepting <b>on or after</b> July 1, 2010,               <ul style="list-style-type: none"> <li>(i) the costs of MCCP, IBR and IMR paid on or before January 1, 2016 are included in both (1) Paid ALAE (column 7) and (2) Paid Cost of Medical Cost Containment Programs Included in ALAE (column 7a)</li> <li>(ii) the costs of MCCP, IBR and IMR paid after January 1, 2016 are included in Paid ALAE (column 7) but <b>only</b> the cost of MCCP (i.e., not including IBR and IMR) is included in Paid Cost of Medical Cost Containment Programs Included in ALAE (column 7a)</li> </ul> </li> <li>(b) For claims arising from policies incepting <b>prior to</b> July 1, 2010: Only IBR and IMR (and no other MCCP) paid is included in Paid ALAE (column 7)</li> </ul> </li> <li>On the CA-EX-2019 (line 3, page 1):           <ul style="list-style-type: none"> <li>(a) For claims arising from policies incepting <b>on or after</b> July 1, 2010: Costs of MCCP, IBR and IMR paid are included in Incurred Allocated Loss Adjustment Expenses</li> <li>(b) For claims arising from policies incepting <b>prior to</b> July 1, 2010: Only IBR and IMR (and no other MCCP) paid is included in Incurred Allocated Loss Adjustment Expenses</li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## Section E — Claim Counts

#	Item	Confirmed Review	Does Not Apply (provide Explanation)	Qualified Review (provide Explanation)	Explanation
26	Claim counts are reported in the correct accident year based on the accident date and are totaled as of: (a) 12/31/2019 in <del>CA-QT-4Q19 and</del> CA-LD-2019, <del>and</del> (b) 3/31/2020 for CA-QT-1Q20, <del>and</del> <u>(c) 12/31/2020 for CA-QT-4Q20</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
27	If a claim is closed and subsequently reopened, the reopened claim is <b>not</b> counted as a separate claim.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28	Claim counts exclude claims closed with no loss (i.e., indemnity or medical) payments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
29	Indemnity claim counts include <b>only</b> those claims with indemnity incurred greater than zero as of: (a) 12/31/2019 for <del>CA-QT-4Q19 and</del> CA-LD-2019, <del>and</del> (b) 3/31/2020 for CA-QT-1Q20, <del>and</del> <u>(c) 12/31/2020 for CA-QT-4Q20</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
30	Total Indemnity Claim Counts and Total Claim Counts represent the cumulative total number of indemnity claims and total claims, respectively, as of: (a) 12/31/2019 for <del>CA-QT-4Q19 and</del> CA-LD-2019, <del>and</del> (b) 3/31/2020 for CA-QT-1Q20, <del>and</del> <u>(c) 12/31/2020 for CA-QT-4Q20</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
31	Open Indemnity Claim Counts includes only those claims whose status was open as of: (a) 12/31/2019 for <del>CA-QT-4Q19 and</del> CA-LD-2019, <del>and</del> (b) 3/31/2020 for CA-QT-1Q20, <del>and</del> <u>(c) 12/31/2020 for CA-QT-4Q20</u> where an open indemnity claim is defined as: • indemnity paid plus indemnity case reserves is greater than zero, and • either the indemnity portion, medical portion, or both portions of each claim remain in open or resolved status (i.e., not closed)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
32	Total claim counts include <b>only</b> those claims with total incurred (indemnity incurred plus medical incurred) greater than zero as of: (a) 12/31/2019 for <del>CA-QT-4Q19 and</del> CA-LD-2019, <del>and</del> (b) 3/31/2020 for CA-QT-1Q20, <del>and</del> <u>(c) 12/31/2020 for CA-QT-4Q20</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## Part II — General Information

1. Has your organization experienced any significant changes (e.g., in reserving practices, data reporting or financial systems, business structure or philosophy, accounting methodology, use of third parties) that may materially change the data reported on the WCIRB data calls listed on page 1? If so, please explain. If not, please write “No”.

2. Provide a description of any known reporting differences that exist between the premium data reported on WCIRB data calls for your organization and that reported on unit statistical reports submitted to the WCIRB that would affect a comparison between these two sources. If there are none, please write “None”.

3. Provide any additional details regarding data reporting issues or challenges that may affect the data reported on the WCIRB data calls that were not provided elsewhere in this Data Certification Form. If there are none, please write “None”.

## Contact Information for Signatory (Please Print or Type)

Reporting Entity Name as in eSCAD

Name

Title

Department

Company

Street Address

City

State

Zip Code

Telephone Number

Fax Number

Email Address

I am completing this WCIRB Financial Call Data Certification subsequent to our preparation of the WCIRB Financial Calls listed on page 1 of this Certification. I understand that these Calls are critical for providing the source data that is used in the development of California workers' compensation pure premium rate filings.

My company acknowledges the importance of submitting these Calls to the WCIRB in a timely and accurate manner. By signing below, I confirm that these Financial Calls have been prepared, and this Data Certification has been completed, to the best of our professional abilities, they accurately represent our premium, loss, loss adjustment expense and claim count experience, and were reported in accordance with the instructions corresponding to each of the WCIRB Financial Calls listed on page 1 of this Certification.

Signature (**must be** (a) a Company Officer or (b) an Actuary who is a member of the American Academy of Actuaries and/or the Casualty Actuarial Society)

Date

**Please email this completed form to [eSCAD@wcirb.com](mailto:eSCAD@wcirb.com), or fax it to 415.371.5272, by no later than ~~May-29~~February 26, 20210.**