



Minnesota Workers' Compensation  
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## Special Attention: Rate Filing Staff

September 16, 2004

### **ALL ASSOCIATION MEMBERS**

Circular Letter 04-1432

### **RE: Rate Filing Application (RFA) and SERFF Electronic Filings**

Through MWCIA's Circular Letter 04-1429 dated August 25, 2004, the Minnesota Department of Commerce and the Minnesota Workers' Compensation Insurers Association (MWCIA) jointly announced the release of Phase II enhancement to the Rate Filing Application (RFA). This was a collaborative effort between the Commerce Department and MWCIA, which led to a number of software enhancements to the RFA.

RFA is a website based rate filing software system that was originally implemented in the fall of 2003. The initial implementation facilitated the basics for a work comp rate filing in Minnesota, but because of time constraints, it did not include all of the functionality necessary to handle all filings. Since that time, the MWCIA worked with the Commerce Department and insurance companies to identify needed enhancements for Phase II.

There also is a new added feature to the whole electronic filing initiative for electronic access to filings through the Commerce Department's website called RFA Public. All filings filed with the RFA tool and all SERFF filings will be available for public viewing on-line through Commerce's website. An added value for work comp carriers making use of RFA and/or SERFF for electronic filings is that those carriers will no longer need to send copies of their approved filings to MWCIA. Approved paper filings submitted to DOC will still be need to be copied and sent to MWCIA.

Carriers can also "opt" into the MWCIA Filing Fee Advancement Program to have filing fees fronted by MWCIA when filings are submitted electronically using either RFA or SERFF. This optional program promotes real "speed to market". Specific information on how to take advantage of this unique service is contained in the RFA tool and the SERFF General Instructions. Paper filings are not eligible for this option.

Instructions for how to submit RFA filings are available on the MWCIA website at [www.mwcia.org](http://www.mwcia.org), under the tabs Member Services/Rate Filing Application. Information is also available in the Department of Commerce Bulletin 2004-3 located on their website at [www.commerce.state.mn.us](http://www.commerce.state.mn.us). Commerce's Bulletin 2004-3 is also located on the MWCIA website [www.mwcia.org](http://www.mwcia.org) under the "What's New" column on the MWCIA website home page. Simply click onto the item entitled MN Department of Commerce Bulletin 2004-03 to view the Bulletin.

For general question regarding RFA or SERFF, contact Tammy Lohmann, Chief Workers' Compensation Analyst, at DOC at 651.296.2327, or by emailing her at [tammy.lohmann@state.mn.us](mailto:tammy.lohmann@state.mn.us). System use questions should be directed to the MWCIA IT Department by contacting Deb Ronald at [deb.ronald@mwcia.org](mailto:deb.ronald@mwcia.org).