

## Special Attention: Policy Entry Personnel

June 3, 2008

### ALL ASSOCIATION MEMBERS

Circular Letter 08-1531

#### **RE: Electronic Processing of *WCPOLS Transaction Codes 08, 10 and 14***

Circular Letter No. 06-1485 previously announced that the Minnesota Workers' Compensation Insurers Association, Inc. (MWCIA) would begin testing selected member carriers for acceptance of electronically transmitted full replacement policies (Transaction Codes 08, 10 and 14). We stated that to ensure data quality and to uphold proof of coverage standards, we would be accepting member carriers into the testing phase in a systematic approach.

MWCIA is pleased to announce that we have completed testing and moved a number of carriers into production and are now ready to begin accepting additional carriers to test for acceptance of electronically transmitted full replacement policies (Transaction Codes 08, 10 and 14).

Below is a description of Transaction Codes 08, 10 and 14:

<b>Transaction Code 08</b>	Policy Replacement due to Rating Change
<b>Transaction Code 10</b>	Policy Replacement due to Non-Rating Change
<b>Transaction Code 14</b>	Policy Replacement due to Miscellaneous Change/Non-Key Field Change

Additional instructions regarding the electronic processing of Transaction Codes 08, 10 and 14 are located on MWCIA's website at [www.mwcia.org](http://www.mwcia.org) under Electronic Reporting Requirements/WCPOLS Testing. Please note that all transmittals and policies used in the testing process must be clearly marked as a "Test Submission." The Electronic Transmittal Record, Submission Type Code, Field No. 7, must be "T" (Test Submission) to avoid being used in production while in test.

If your company would like to begin testing full replacement policies (Transactions 08, 10 and 14) with MWCIA or if you have any questions regarding this matter, please contact Kim LaHoud in our Electronic Policy Processing Department at 952.897.6412 or by email at [kim.lahoud@mwcia.org](mailto:kim.lahoud@mwcia.org).