



Minnesota Workers' Compensation
Insurers Association, Inc.
7701 France Avenue South ▪ Suite 450
Minneapolis, MN 55435-3200

Special Attention: Unit Statistical Personnel

April 8, 2010

ALL ASSOCIATION MEMBERS

Circular Letter 10-1573

RE: New Manage USR Release

Minnesota Workers' Compensation Insurers Association, Inc. (MWCIA) has been working on a new release to enhance Manage USR. We are pleased to announce that we anticipate the go-live release date will be May 10, 2010.

In order for a member carrier to have access to the new Manage USR release the primary contact person from each carrier must first register to use this enhanced software. The primary contact person is the Manager/Supervisor for the area responsible for filing Unit Statistical Reports.

To facilitate a smooth registration process, MWCIA will keep both the current Manage USR and the new Manage USR release running concurrently for a four week period. We are asking that all primary contacts register to use the new release from May 10, 2010 - May 31, 2010. MWCIA plans to disable the current carriers Manage USR account once the new Manage USR account is activated.

The link for the Manage USR registration is as follows (link will be available May 10th):
<http://www.mwcia.org/ManageUSR/Pages/MainNewRegistration.aspx>.

After the primary contact person has successfully completed their registration to use the new Manage USR release, multiple users from a carrier organization will also be able to register and access the new Manage USR release. However multiple users will not be granted access to the new Manage USR release until after the primary contact person has verified with MWCIA staff that access should be provided. This process helps ensure your company's data privacy.

The new Manage USR release is a robust, web-based application enabling our registered data providers to manage submissions and to facilitate full online management of their USR data. The Data Provider has the ability to create new USRs as well as do replacements, corrections, subsequent reports, and revisions to unsubmitted data.

If you have any questions regarding Manage USR, please direct them to our Data Quality Department at 952.897.1737, Option 4.