



October 29, 2021

CIRCULAR LETTER TO ALL MEMBER COMPANIES

Re: Workers Compensation Data Quality Fine Invoices

Attn: Data Reporting and Accounting Staff

The North Carolina Rate Bureau (NCRB) is transitioning the Data Timeliness and Quality Program into a new subsystem for improved tracking and invoicing of fines. This new system will provide several exciting benefits to our carrier partners:

1. A new and improved invoice that displays a single reference number for all fines (Invoice Number) and displays both the current month's fines as well as previous outstanding balances in one document. (sample attached)
2. Electronic delivery of the new invoice via email.
3. The ability to access historical invoices through the Manage Data web application on a go-forward basis.
4. A simplified view of payments applied to invoices focused on increased visibility and transparency.

On November 1, 2021, the new system will begin tracking all data quality fines with the first invoice issued from the new system in December, 2021. **Outstanding fine balances incurred prior to November will not carry over to the new system and will not be visible on the new invoice.** These prior balances will continue to be invoiced through the legacy system until balances are paid.

In preparation for our cut over to the new fining system and to reduce confusion, **NCRB asks all carriers to please make every effort to eliminate any outstanding fine balances prior to November.** An NCRB representative will be contacting any carrier with an outstanding balance to answer questions and facilitate payment.

**Invoices for all fines incurred on or after November 1, 2021 will be visible via the new dashboard widget in Manage Data starting in December 2021.**

Further information about the Data Timeliness and Quality Program can be found on the NCRB website in the [Reference Library](#) or by contacting NCRB at [support@ncrb.org](mailto:support@ncrb.org) or (919) 582-1056.

Sincerely,

Jarred Chappell

Director, Workers Compensation Operations

JC:amt  
Attachment  
C-21-19



**North Carolina Rate Bureau**  
**Workers Compensation**  
**Reporting Fines**

Carrier ID: **11111**  
 Page 1 of 2  
 Invoice Issue Date: 10/05/2021

**September 2021 Invoice**

<b>Sent To:</b>	NC INSURANCE COMPANY	<b>Remit To Name and Address:</b>	North Carolina Rate Bureau P.O. Box 60058 Charlotte, NC 28260-0058  Overnight Remittance Address: North Carolina Rate Bureau Lockbox #60058 1525 West WT Harris Blvd - 2C2 Charlotte, NC 28262
-----------------	----------------------	-----------------------------------	--

**IMPORTANT**

Important notices and payment instructions will be listed in this section.

<b>Invoice Number</b>	<b>Payment Due Date</b>
<b>11111111111111</b>	11/2/2021
<b>Fine Descriptions:</b>	<b>Fine Amount</b>
September 2021 WC Fines	\$450.00
<b>Current Month Fines:</b>	<b>\$450.00</b>

**\*Outstanding balance and credits from prior Invoices, if any, is shown on the next page.**



**North Carolina Rate Bureau**  
**Workers Compensation**  
**Reporting Fines**

Carrier ID: **11111**  
 Page 2 of 2  
 Invoice Issue Date: 10/05/2021

**OUTSTANDING INVOICES**

<b>Sent To:</b>	NC INSURANCE COMPANY	<b>Remit To Name and Address:</b>	North Carolina Rate Bureau P.O. Box 60058 Charlotte, NC 28260-0058  Overnight Remittance Address: North Carolina Rate Bureau Lockbox #60058 1525 West WT Harris Blvd - 2C2 Charlotte, NC 28262
-----------------	----------------------	-----------------------------------	--

**IMPORTANT**

Below is the list of outstanding invoices. Please remit payment. **Please reach out to [support@ncrb.org](mailto:support@ncrb.org) for further assistance.**

Invoice Number:	Invoice Month	Fine Amount
<b>Previous Invoice(s) Balance:</b>		<b>\$0.00</b>
<b>Total Amount Due:</b>		<b>\$450.00</b>