



May 3, 2007

CIRCULAR LETTER TO ALL MEMBER COMPANIES

RE: Discontinuation of Hard Copy Experience Rating Worksheets

In January 2007, the Bureau announced the availability of online experience rating worksheets to our member companies. WCRatings is a web-based application that serves as a tool for the carriers to search, view and print experience rating worksheets for employers currently covered by a carrier within their carrier group. The WCRatings application provides carriers access to North Carolina intrastate experience rating worksheets released on or after November 13, 2006. The system also contains intrastate experience rating worksheets that were released prior to November 13, 2006 where there was a change in carrier and the change was reflected in NCRB's system on or after November 13th. Carriers must continue to contact NCCI for interstate experience rating worksheets. All other experience rating worksheets are available via hard copy by contacting NCRB's Information Center.

The North Carolina Rate Bureau will discontinue the distribution of hard copy experience rating worksheets, letters of notification for risks that do not qualify for an experience rating (DNQ's) and withdrawal letters on January 31, 2008. If desired, carriers may discontinue hard copy distribution at any time prior to January 31st. Beginning February 1, 2008, carriers will be required to obtain their experience rating worksheets from the WCRatings application located on the Bureau website.

The Bureau will have email notifications of new or revised rating information in place by the end of 2007. The email notification will be sent to the person currently designated as the carrier contact for hard copy distribution. Additional information regarding the email notification will be provided prior to the email implementation date.

Bureau staff will work with member companies during the transition process. We would like for each carrier to establish a Transition Contact. The Transition Contact will work with your internal staff to address any issues arising out of the implementation of the new procedure. Additionally, Bureau staff will work with the Transition Contact to train carrier staff and to resolve any issues prior to the cutoff date of January 31st. If your company or company group would like to stop the distribution of the hard copy experience rating worksheets prior to the January 31st cut off date or to establish a Transition Contact person, please contact the Industry Support Team at industrysupport@ncrb.org or 919-582-1056.

If you have any questions regarding your company's contact information, questions regarding the discontinuation of the hard copy experience rating worksheets, or questions regarding the transition period, please contact the NCRB Information Center at 919-582-1056 or wcinfo@ncrb.org.

Sincerely,

Sue Taylor

Director, Insurance Operations

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