

Idaho Workers' Compensation Deductible Policy Report (IC-4008LD) Instructions

THIS REPORT MUST BE COMPLETED BY AN AUTHORIZED INSURANCE COMPANY AND SENT ANNUALLY TO THE IDAHO INDUSTRIAL COMMISSION, EVEN IF YOU HAVE NONE. THIS REPORT MUST BE RECEIVED IN THIS OFFICE NO LATER THAN MARCH 3RD.

If your company has filed for an endorsement with the Idaho Department of Insurance to offer a Workers' Compensation Deductible Program to its Idaho employers, the following annual reporting information is required. The information should include all policies with a deductible limit issued within the calendar year (whether or not they are "booked" or "processed") including those policies with zero premiums. Additionally, policies with any adjustments, audits, refunds, and/or credits that occurred during the calendar year are to be included.

The report requires the listing of all deductible policies including the listing of all worksite employers covered by the deductible policy. In accordance with Idaho Code 72-103, worksite employers that outsource risk management services are functionally co/sub-policyholders even if the outsourced entity is the documented policyholder. In the subsequent tab named "Worksite Employer Page", all carriers must individually specify all employers that are covered under any deductible policy.

For the Deductible Policy Report Page:

HEADING: Print the name of the Insurance Company and the calendar year.

COLUMN 1: COUNT – The number of deductible policies written by the authorized Insurance Company. If more than 25 policies will be listed, add more rows and include the count.

COLUMN 2: POLICYHOLDER NAME – Policyholder/Insured's name.

COLUMN 3: POLICY NUMBER – Policy number assigned to the policyholder.

COLUMN 4: EMPLOYERS OTHER THAN THE POLICYHOLDER COVERED UNDER THE POLICY? (Y/N)- Mark the cell "Y" (yes) or "N" (no) to acknowledge that multiple employers are covered under the deductible policy. If marked "Y", list the employers covered under the policy in accordance with the instructions provided for the "Worksite Employer Page".

COLUMN 5: POLICY EFFECTIVE DATE – The date the policy goes into effect.

COLUMN 6: POLICY END DATE – The date the policy expires or if cancelled before, the cancellation date.

COLUMN 7: DEDUCTIBLE LIMIT – The retention limit applicable to the policy.

COLUMN 8: NET PREMIUM WRITTEN BEFORE DEDUCTIBLE – The Workers' Compensation Premium Amount attributable to Idaho only employees that would have been charged to the policyholder if the deductible credit was not taken.

COLUMN 9: NET PREMIUM WRITTEN AFTER DEDUCTIBLE – The Workers' Compensation Premium Amount attributable to Idaho only employees actually charged to the policyholder.

TOTALS: Provide the totals for Column 8 (Premium Before Deductible) and Column 9 (Premium After Deductible).

For the Idaho Worksite Employer Policy Page:

HEADING: Print the name of the Insurance Company and the calendar year.

COLUMN 1: COUNT – The number of employers covered under deductible policy. If more than 25 employers will be listed, add more rows and include the count.

COLUMN 2: WORKSITE EMPLOYERS COVERED UNDER POLICY – List all employers that are covered under the deductible policyholder. One worksite employer will be documented per row or “count”.

COLUMN 3: POLICY NUMBER – Policy number assigned to the policyholder.

COLUMN 4: POLICYHOLDER NAME – Policyholder/Insured’s name.

Submit reports to wc.analysts@iic.idaho.gov

If you have any questions, please contact one of the Workers’ Compensation Financial Analysts:

For company	A	Therese Ryan at	(208) 334-6095 or	therese.ryan@iic.idaho.gov
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