

IC-4008LD Instructions

For the Workers' Compensation Deductible Policy Report



This report must be completed by an **AUTHORIZED INSURANCE COMPANY** and submitted annually to the Idaho Industrial Commission, **EVEN IF YOU HAVE NO POLICIES.**

THIS REPORT MUST BE E-MAILED TO WCA@IIC.IDAHO.GOV NO LATER THAN MARCH 3rd

Your company is only **AUTHORIZED** if they have 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 and should include:

1. **ALL** policies with a deductible limit, **issued** within the **calendar year**.
 - a. Whether or not they are "booked" or "processed".
 - b. Includes policies with zero premiums.
2. **ALL** policies with **any transactions** (adjustments, audits, refunds, and/or credits) that occurred during the **calendar year**.

DEDUCTIBLE POLICY REPORT FIELDS & INSTRUCTIONS

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 20 policies will be listed, add more rows and include the count.

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

COLUMN 3: NCCI POLICY NUMBER Policy number assigned to the policyholder, as reported to NCCI.

COLUMN 4: NCCI FEIN NUMBER FEIN or TIN associated with the policyholder, as reported to NCCI.

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 **for Idaho exposure.**

COLUMN 8: PREMIUM BEFORE
DEDUCTIBLE (PBD)

The Workers' Compensation **Net Premium Written** Amount attributable to Idaho only employees that **would have been charged** to the policyholder if the deductible credit was not taken.

COLUMN 9: PREMIUM AFTER
DEDUCTIBLE (PAD)

The Workers' Compensation **Net Premium Written** 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).

Submit reports in Excel format to wca@iic.idaho.gov

If you have any questions, please contact one of our Financial Specialists

For company names that begin with:		(any)	wca@iic.idaho.gov , shared by below Financial Specialists		
		A-M	Alan Pace at	(208) 334-6083 or	alan.pace@iic.idaho.gov
		N-Z	Jinny Geyer at	(208) 334-6026 or	jinny.geyer@iic.idaho.gov