

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