



**THE WORKERS' COMPENSATION
RATING AND INSPECTION BUREAU**

February 13, 2004

CIRCULAR LETTER NO. 1943

TO ALL MEMBERS AND SUBSCRIBERS:

ACCCT ANNOUNCES RELEASE OF COMPENSATION DATA EXCHANGE

Attached is an announcement from the American Cooperative Council on Compensation Technology (ACCCT), of which The WCRIBMA is an active member. ACCCT's announcement explains the implementation of procedures to assist member carriers in the exchange of information between carriers and Data Collection Organizations (DCO's). In order to utilize this free service, you must follow the instructions in the *How to Get Started* section of the attached announcement.

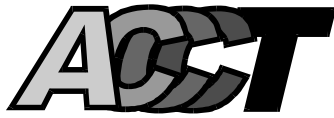
If you have any questions regarding this release or require further explanation, please contact me at ext. 585 or by email at ctimbone@wcribma.org or Joshua de Souza at ext. 540 or by email at: jdesouza@wcribma.org.

Christopher Timbone
Director of Information Services

Enc.

**THE WORKERS' COMPENSATION RATING & INSPECTION BUREAU OF
MASSACHUSETTS**

101 ARCH STREET·5TH FLOOR, BOSTON, MASSACHUSETTS 02110-1103
(617) 439-9030, FAX (617) 439-6055, www.wcribma.org



ACCCT ANNOUNCES RELEASE OF COMPENSATION DATA EXCHANGE

October 24, 2003

ACCCT is pleased to announce the introduction of Compensation Data Exchange (CDX), an Internet-based service that will facilitate the electronic transmission of workers' compensation data between member insurers and Data Collection Organizations (DCOs) in the states of California, Delaware, Massachusetts, Michigan, Minnesota, New York, North Carolina, Pennsylvania, and Wisconsin. Compensation Data Exchange, LLC, which is owned by ACCCT members, will provide the CDX services at no charge to current DCO member insurers in good standing.

The CDX service will provide member insurers a secure Internet-based method for sending, receiving, and managing a wide variety of transactions, utilizing WCIO standards, such as WCPOLS, WCSTAT, etc. The CDX service will serve as an efficient standardized tool for exchanging data electronically with these multiple DCOs and reduce the burden of sending or receiving data using other methods such as magnetic tapes, cartridges, diskettes, or e-mail attachments. In addition, CDX will provide access to additional ACCCT services or products. You will receive separate announcements, as they become available.

HOW CDX WILL WORK

The CDX service functions as a clearinghouse for data transmissions to and from DCOs. This new CDX service offers member insurers a uniform, easy to use system for sending and receiving authorized electronic transmissions.

This robust system was designed using standard industry tools and technologies. Among the features included in the CDX system are:

1. Delivery of data with the ability to track any given transmission
2. Flexibility of providing members with the ability to grant and maintain access to ACCCT products
3. Robust security
4. Flexibility for sending and receiving data in various formats, to and from a variety of platforms and operating systems
5. Retention of a centralized "audit and history log" of data routed through the system to facilitate any needed searching of these logs.

KEY CDX FEATURES AND FUNCTIONS

The CDX service will provide and support a variety of important functions, including:

1. Communications with all types of systems including mainframes, PCs, and mid-range systems, regardless of operating systems
2. Support of multiple senders and receivers per organization
3. Support of both ASCII and EBCDIC
4. Support of standard security mechanisms including SSL, digital certificates, password authentication, etc.
5. Guarantee of delivery of all data passing through the system via placement in a persistent queue
6. Transaction routing is based on the standard Electronic Transmittal Record (ETR), which is required for all transmissions of electronic data through CDX.

ESTABLISHING YOUR SYSTEM ADMINISTRATION

The CDX system requires that member insurers establish a User Account and designate an Insurance Group Administrator (IGA) as the first step in using the CDX with any DCO. A member insurer's IGA will control the degree of data access, which the member insurer wishes to give to its employees or third party contractors. This and other controls are designed to control which individuals can submit or retrieve data at the member insurer and at the DCO.

To initiate the account member insurers will be required to complete an application. The application and instructions can be found on the ACCCT web site at www.acct.org.

Detail descriptions and instructions pertaining to the various access levels and other limitations and features are included in the CDX User's Guide. In addition, as this CDX service is inaugurated individual DCO's may also require additional agreements, and impose limits on implementation dates, products and services supplied through CDX to comply with requirements unique to their jurisdictions. The User's Guide is found on the ACCCT web site at www.acct.org.

Please note that for member insurers who utilize third party entities to submit data directly to DCOs, the member insurer may be required to provide written confirmation that the member insurer, not the third party entity, remains ultimately responsible for the timeliness and integrity of the data submitted. Also, some DCOs require an additional contract for any member insurer or group that utilizes a third party service provider.

HOW TO GET STARTED

ACCCT has established a *Central Administrator* to process all applications and establish accounts for all member insurers who desire to use the CDX system. You may contact the Central Administrator or the ACCCT representative(s) at the appropriate DCO(s) as shown below for additional information or to receive an application.

Member insurers are invited to contact these individuals to learn more about the CDX service and the benefits it will provide.

ACCCT CONTACTS

ACCCT MEMBERS	CONTACT PERSON	CONTACT NUMBER
Workers' Compensation Insurance Rating Bureau of California	Customer Service	1-888-229-2472
Delaware Compensation Rating Bureau, Inc.	John Murphy	215-320-4418
Insurance Services Office	Cliff Hall	201-469-2228
Workers' Compensation Rating and Inspection Bureau of Massachusetts	Joshua de Souza	617-439-9030, Ext 540
Compensation Advisory Organization of Michigan	Jon Heikkinen	734-462-9600, Ext 225
Minnesota Workers' Compensation Insurers Association, Inc.	Marc Coleman	952-897-6438
New York Compensation Insurance Rating Board	Lenora Snipes	212-697-3535, Ext 186
North Carolina Rate Bureau	Jim Auman	919-582-1033
Pennsylvania Compensation Rating Bureau	John Murphy	215-320-4418
Wisconsin Compensation Rating Bureau	Miguel Garcia or Michael Mann	262-796-4403 262-796-4401

CENTRAL ADMINISTRATOR	CONTACT PERSON	CONTACT NUMBER
Insurance Services Office	Cliff Hall	201-469-2228