



## Pennsylvania Compensation Rating Bureau

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Page 1 of 3

PENNSYLVANIA

CALL FOR EXPERIENCE #5 - **Update**

2000 CALENDAR YEAR RECONCILIATION OF PENNSYLVANIA SPECIAL SCHEDULE "W"  
WITH 2000 FINANCIAL CALLS - DUE APRIL 16, 2001

In accordance with the approved statistical program, you are hereby requested to file with the Bureau on or before April 16, 2001 a reconciliation of data reported on Calls for Experience #1, #8, and #9 to the 2000 Schedule "W".

Please note that Call #5 pertains to Pennsylvania only.

**Attached are the following:**

- 1) Transmittal letter for the submission or resubmission of Call #5.
- 2) Transmittal letter for the submission or resubmission of the Pennsylvania Special Schedule "W".
- 3) Reporting form for the reconciliation of Bureau Financial Calls with the 2000 Pennsylvania Special Schedule "W" on a calendar year basis.
- 4) Request for a copy of Pennsylvania Special Schedule "W" to be submitted via electronic mail OR both on diskette and hard copy.
- 5) Reporting forms for the reconciliation of Bureau Financial Calls with the 2000 Pennsylvania Special Schedule "W" on a policy year basis.
- 6) A Statement of Consistency and Comparability for Pennsylvania.

Pennsylvania Call for Experience #5 includes a reconciliation of Calls #1, #8, and #9 with Schedule "W". Call #5's due date is April 16, 2001. The due date is consistent with the Schedule "W" due date of April 16, 2001

**Changes to Call #5**

- 1) The PCR B will accept electronic submission of Call #5 in lieu of paper submissions as an alternative method of submitting an original version of Call #5.
- 2) Call #5 is available on the PCR B web site ([www.pcrb.com](http://www.pcrb.com)) in an Excel workbook format.
- 3) Since Call #5 can be submitted in an Excel format, Page 8 no longer requires a signature but rather requires that you place an "X" in a check box indicating whether you agree or disagree that the data used to complete the Financial Calls and Schedule "W" documents for 2000 are consistent and comparable.
- 4) When Call #5 is received electronically, the Bureau will issue an electronic mail to the carrier confirming the date that we received the Call #5. This receipt should be retained as proof of receipt in the event of a carrier appeal.

**The Pennsylvania Insurance Department mailed information regarding the reporting of Schedule “W” on February 28, 2001. A review of the instructions of the 2000 Schedule “W”, indicates Schedule “W” submissions should be returned via electronic mail. As indicated in the Introduction, we have also made available a Call #5 Excel workbook which carriers may complete and submit electronically as well.**

**Note the data collected in Call #5 remains unchanged from the Call #5 version distributed on January 31, 2001. Only the instructions and minor changes to the layout of Call #5 have been amended in the interest of clarity to address the two acceptable methods of submitting Call #5.**

**To facilitate the electronic Call #5 submission process, the call is now available on the Bureau’s web site ([www.pcrb.com](http://www.pcrb.com)) in an Excel format that can be downloaded to your PC for completion. Since the Call #5 forms are in an .xls format, you may directly enter the data for each page of Call #5 into the Excel template. The Call #5 template layout is identical to the hardcopy version of the call. The workbook contains 10 worksheets. The first two worksheets represent transmittal letters and the last eight worksheets represent the actual eight data pages of the Call #5. Please do NOT alter the Call #5 template in any way. Enter data only into the unprotected areas of the worksheet. Some amounts will be calculated directly from the data you enter. If those amounts appear incorrect, contact the Bureau for assistance. Please do not alter the formulas without permission.**

**Please do NOT use the symbol “NA” in the cells. If the information does not apply to you, leave it blank or place a zero in the cell instead. Space has been provided within each worksheet to explain any differences between Schedule “W” and the Bureau Calls. If additional space is needed to explain your differences, please send an additional attachment via electronic mail, facsimile or regular mail. The Call #5 submission will not be considered complete until the additional attachment is received.**

**For carriers with electronic mail capabilities, you may send the Call #5 Excel file with all eight pages completed to:**

**[dp@pcrb.com](mailto:dp@pcrb.com)** (Reflects change announced in March 30, 2001 Annual Calls Second Update)

**For carriers without electronic mail capabilities, a complete paper submission (i.e., all eight pages) of Call #5 should continue to be sent to the PCRB as done in the past.**

Be aware that the request for a copy of Pennsylvania’s Schedule “W” is not in lieu of the requirement that Schedule “W” be filed with the Pennsylvania Insurance Department in a timely manner. Note also Page 8 now requires that you place an “X” in a check box indicating whether you agree or disagree that the data used to complete the Financial Calls and Schedule “W” documents for 2000 are consistent and comparable.

Note the footnote on data page 4 (denoted as \*\*\*\*) requires that you enter the appropriate number in the box provided if an imbalance occurs between the Pennsylvania Call #1 Standard Earned Premium and Schedule “W” Standard Earned Premium. This is a reflection of the change that revised the handling of the merit rating plan adjustments which simplifies comparison for Sections A-1, B-1 and C-1.

**GROUP REPORT**

Carriers may select either of two reporting options when completing Schedule "W". The first option will be to report Schedule "W" on an individual company basis. The second option will be to submit Schedule "W" on a group basis. If you choose to submit your companies Schedule "W" on a group basis, then each group report must contain the same companies as Calls #1, #5, #8, and #9.

If a company/group chooses to submit Schedule "W" on an individual company basis and Calls #1, #8, #9, on a group basis, it is expected that data on a group basis from Schedule "W" and/or Page 15 of the Annual Statement for Pennsylvania will be combined when completing the reconciliation forms of Call #5.

All questions should be directed to the Actuarial Department at (215) 568-2371.

**RECONCILIATION INSTRUCTIONS**

Page 1 of this call asks that you reconcile data reported in Schedule "W" with the data reported to the Bureau on the Calls #1, #8, and #9 on a calendar year basis. Note that items (2) and (5) ask that you pull data from page 6 of Call #1. If the items reported on Call #1 do not equal that reported in Schedule "W", a detailed explanation for the differences is required.

Pages 3 - 7 ask that you reconcile data reported in Schedule "W" with the data reported to the Bureau on Calls #1, #8, and #9 on a policy year basis. Pages 4 and 5 reconcile parts B-1 and C-1 of Schedule "W" with Call #1. Page 6 reconciles parts D-1 and D-2 of Schedule "W" with Call #8. Page 7 reconciles parts E-1 and E-2 of Schedule "W" with Call #9. For any differences appearing on pages 4 through 7 provide a detailed explanation on page 3.

Note that pages 4 through 7 require the subtraction or addition of columns from Calls #1, #8, and #9 respectively. For example, Indemnity Case Outstanding Excluding Bulk Reserves is calculated by subtracting column (16) of the call from column (11). The intention is to move the case portion of bulk reserves out of the total case reserve and in with the IBNR for a valid comparison with Schedule "W".

Amounts to be reported for earned premiums and incurred losses are to be on a direct basis with respect to reinsurance. Amounts reported must be in whole dollars.

Indicate negative amounts in parentheses.

Please note that the date for reporting this data is on or before April 16, 2001.