



# B U L L E T I N

December 22, 2014

Bulletin No. 11-2014

To: NISS Member Companies

RE: CLSP and CLSPEX Calls – Accident Year and Policy Year Fields Updated

We are updating the Accident Year and Policy Year field descriptions in the Commercial Lines Statistical Plan to accurately reflect only the lines of business which require these fields.

Specifically, Accident Year is only required for North Carolina Farmowners experience and Policy Year is only required for General Liability and Medical Professional Liability experience.

For all other lines of experience, these fields are not required and can be left blank or you have the option to continue to report these fields (however, NISS will not be editing or using them).

The field updates are shown in detail on the attached pages from the 2015 CLSP Call and the 2015 CLSPEX Call.

These changes apply to the 2015 Calls and subsequent. The updated coding will be reflected in the 1<sup>st</sup> Quarter 2015 revisions to the NISS Commercial Lines Statistical Plan.

Very truly yours,

A handwritten signature in black ink that reads "Theresa A. Szwast". The signature is written in a cursive style with a prominent flourish at the end.

Theresa A. Szwast

# NATIONAL INDEPENDENT STATISTICAL SERVICE

## 2015 COMMERCIAL LINES STATISTICAL PLAN CALL REPORTING INSTRUCTIONS AND RECORD LAYOUTS ALL STATES EXCEPT TX

### Instructions for Reporting Summarized Experience

Information should be shown on Summary Sheets or electronic media using the exact arrangement set forth below. If it is impossible to submit in this way, an additional charge will be made for transcribing such data. In such event, it will be necessary that the company fully and accurately describe the information shown in each column.

<u>Column</u>	<u>Information</u>	<u>Explanation</u>
1	Blank	
2-4	Company Number	Assigned by NISS.
5-6	Blank	
7-8	Calendar Year	Use last two digits of Calendar Year reported.
9-10	Call Year	Use last two digits of Call Year reported.
11-12	State Code	State code for which experience is being reported.
13-15	Blank	
16-17	Accident Year	<b>North Carolina Farmowners only.</b> Use last two digits of Accident Year reported.
18-19	Experience Period Month	Washington Medical Professional Liability only. Report the two digit month in which the incident occurred.
20-21	Policy Year	<b>General Liability and Medical Professional Liability only.</b> Use last two digits of Policy Year reported.
22	Blank	
23-25	Subline of Business Code	See Statistical Plan for codes.
26	Blank	
27-29	Annual Statement Line of Business Code	See Statistical Plan for codes.
30	Blank	

# NATIONAL INDEPENDENT STATISTICAL SERVICE

## 2015 COMMERCIAL LINES STATISTICAL PLAN EXCESS LOSS CALL REPORTING INSTRUCTIONS AND RECORD LAYOUTS ALL STATES EXCEPT TX

### Instructions for Reporting General Liability and Medical Professional Liability Excess Loss Experience

Information should be shown on Summary Sheets or electronic media using the exact arrangement set forth below. If it is impossible to submit in this way, an additional charge will be made for transcribing such data. In such event, it will be necessary that the company fully and accurately describe the information shown in each column.

<u>Column</u>	<u>Information</u>	<u>Explanation</u>
1	Blank	
2-4	Company Number	Assigned by NISS.
5-6	Blank	
7-8	Calendar Year	Use last two digits of Calendar Year reported.
9-10	Call Year	Use last two digits of Call Year reported.
11-12	State Code	State code for which experience is being reported.
<del>13-17</del>	Blank	
<del>16-17</del>	<del>Accident Year</del>	<del>Use last two digits of Accident Year reported.</del>
18-19	Experience Period Month	Washington Medical Professional Liability only. Report the two digit month in which the incident occurred.
20-21	Policy Year	Use last two digits of Policy Year reported.
22	Excess Loss Indicator Code	For Excess Loss use code "E".
23-25	Subline of Business Code	See Statistical Plan for codes.
26	Blank	
27-29	Annual Statement Line of Business Code	See Statistical Plan for codes.
30	Blank	
31-33	Territory Code	The Territory Code used to determine rate. For Subline 360 (Employment Related Practices Liability) report the territory code representing the insured location.
34	Blank	