

## WCIO Workers Compensation Data Specifications

WORKERS COMPENSATION
CONSTRUCTION PREMIUM ADJUSTMENT
PROGRAM (WCCPAP)

**WCCPAP** 

## Changed Data Elements State Applicability

Record	Field Name		Change Reason
3	STATE ACCIDENT LIMIT AMOUNT (173	3-178)	DCO Requirement Change
From Not NY, PA, V		To Not Applicable in:	DE, MA, MN, NCCI, NJ, PA,

TOPIC/ FIELD NAME	SUBJECT HEADING	POSITION
A		
APPLICATION RECEIVED DATE AVERAGE HOURLY WAGE	Header Record CPAP Contributing Classification Codes and Wages Record	225-232 128-137
В		
BALLAST AMOUNT BASE RATE	Calculation of Offset and Net Credit Record CPAP Contributing Classification Codes and Wages Record	209-220 104-113
BRANCH CODE	Link Data Common to All Records	<u>8-10</u>
С		
CARRIER CODE CLASSIFICATION CODE	Link Data Common to All Records CPAP Contributing Classification Codes and Wages Record	3-7 74-77
CLASSIFICATION INDICATOR CODE	CPAP Contributing Classification Codes and Wages Record	<u>78-78</u>
COMBINABLE ID NUMBER	Link Data Common to All Records	47-55
CONTRACTORS PREMIUM ADJUSTMENT PROGRAM (CPAP) FACTOR	CPAP Contributing Classification Codes and Wages Record	
COVERAGE ID NUMBER CREDIT EFFECTIVE DATE	Link Data Common to All Records Header Record	37-46 182-189
CREDIT EXPIRATION DATE	Header Record	190-197
CREDIT OFFSET CREDIT PER CLASS AMOUNT	Calculation of Offset and Net Credit Record CPAP Contributing Classification Codes and	224-226 142-153
	Wages Record	
CREDIT PERCENTAGE/NET CREDIT	Calculation of Offset and Net Credit Record	227-230
D		
DATA QUARTER DATA YEAR DID NOT QUALIFY (DNQ) CODE	Header Record Header Record Calculation of Offset and Net Credit Record	224-224 220-223 243-244
E		
EXPECTED EXCESS LOSS TOTALS	Calculation of Offset and Net Credit Record	191-202
EXPERIENCE MODIFICATION FACTOR	Header Record	241-245
EXPERIENCE RATING MODIFICATION OFFSET FACTOR EXPERIENCE RATING OFFSET AMOUNT	Calculation of Offset and Net Credit Record Calculation of Offset and Net Credit Record	148-151 152-163
F		
FACTOR REVISION CODE FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN)	Link Data Common to All Records Header Record	64-65 164-172
Н		
HEADER RECORD TOTALS HOURS/HOURS WORKED	File Control Record CPAP Contributing Classification Codes and Wages Record	84-91 92-103
L		
LATE PENALTY ADJUSTMENT AMOUNT LETTER ID LETTER ISSUED DATE LINK DATA	Calculation of Offset and Net Credit Record Header Record Header Record Calculation of Offset and Net Credit Record CPAP Contributing Classification Codes and Wages Record Header Record	<del></del>
N I	HEAUGI NECOIU	<u>1-72</u>
N		
NAME OF INSURED NET CREDIT AMOUNT	Header Record Calculation of Offset and Net Credit Record	74-163 231-242

TOPIC/ FIELD NAME	SUBJECT HEADING	POSITION
P		
PERIOD EFFECTIVE DATE POLICY CREDIT POLICY CREDIT FACTOR POLICY EFFECTIVE DATE POLICY NUMBER IDENTIFIER PREMIUM AMOUNT	Link Data Common to All Records Calculation of Offset and Net Credit Record Calculation of Offset and Net Credit Record Link Data Common to All Records Link Data Common to All Records CPAP Contributing Classification Codes and Wages Record	56-63 141-144 145-147 29-36 11-28 114-127
PREMIUM AMOUNT TOTAL PRODUCTION DATE	Calculation of Offset and Net Credit Record Header Record	98-109 233-240
R		
RATING EFFECTIVE DATE	Calculation of Offset and Net Credit Record Header Record	122-129 246-253
RATING ISSUE DATE RECORD TOTALS RECORD TYPE CODE	Calculation of Offset and Net Credit Record File Control Record Calculation of Offset and Net Credit Record CPAP Contributing Classification Codes and Wages Record File Control Record	73-73
RESERVED FOR FUTURE USE	Header Record Calculation of Offset and Net Credit Record CPAP Contributing Classification Codes and Wages Record File Control Record File Control Record	73-73 245-300 154-300 1-72 92-300
RESERVED FOR FUTURE USE	Header Record Link Data Common to All Records	255-300 66-72
RISK ID NUMBER	Header Record	173-181
S		
SPLIT POINT AMOUNT STATE ACCIDENT LIMIT AMOUNT STATE CODE STATUS OF CPAP CODE	Calculation of Offset and Net Credit Record Calculation of Offset and Net Credit Record Link Data Common to All Records Header Record	164-172 173-178 1-2 254-254
Т		
TOTAL CREDIT PER CLASS/TOTAL CREDIT AMOUNT TOTAL HOURS WORKED TOTAL PAYROLL/WAGES AMOUNT TOTALS - EXPECTED	Calculation of Offset and Net Credit Record Calculation of Offset and Net Credit Record Calculation of Offset and Net Credit Record Calculation of Offset and Net Credit Record	110-121 86-97 74-85 179-190
U		
UNITED STATES LONGSHORE AND HARBOR WORKERS' PERCENTAGE CHANGE INCREASE/DECREASE CODE	CPAP Contributing Classification Codes and Wages Record	<u>79-79</u>
W		
WAGES/PAYROLL AMOUNT	CPAP Contributing Classification Codes and Wages Record	80-91
WEIGHT FACTOR	Calculation of Offset and Net Credit Record	203-208
Z		
Z FACTOR	Calculation of Offset and Net Credit Record	221-223

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Field No.	Field Title/Description	Class	Position	Bytes
LINK DATA COMMON TO ALL RECORDS				
1	STATE CODE Report the state code.	N	1-2	2
2	CARRIER CODE  Report the code assigned to the reporting company by NCCI or other DCO.	N	3-7	5
3	BRANCH CODE NOT APPLICABLE: DE, MA, MN, NJ, NY, PA, WI	N	8-10	3
	Report the 3-digit code assigned.			
4	POLICY NUMBER IDENTIFIER  NOT APPLICABLE: NJ	AN	11-28	18
	Report the unique identifier used for identifying the policy.			
	This is the policy covering the insured for which the CPAP was promulgated.			
5	POLICY EFFECTIVE DATE  NOT APPLICABLE: NJ	N	29-36	8
	Report the policy effective date for the CPAP factor.			
	Format: CCYYMMDD.			
6	COVERAGE ID NUMBER NOT APPLICABLE: DE, NCCI, PA	AN	37-46	10
	Report the identifier used for a specific employer's coverage for which the CPAP factor pertains.			
7	COMBINABLE ID NUMBER NOT APPLICABLE: DE, MA, NCCI, PA	AN	47-55	9
	Report the unique identifier assigned by the DCO for all coverage is combined for experience rating.			
8	PERIOD EFFECTIVE DATE  NOT APPLICABLE: MA, NCCI	N	56-63	8
	Report the CPAP factor period effective date.			
	Format: CCYYMMDD.			
9	FACTOR REVISION CODE NOT APPLICABLE: DE, PA	N	64-65	2
	Report the code number that indicates the original or revision/reapplication of the CPAP factor.			

<b>WCIO Workers Compensation</b>	n Data	<b>Specifications</b>
Effective October 8, 2024		•
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WCCPAP

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Field No.	Field Title/Description	Class	Position Bytes		
	Contact your DCO for code applicability.				
10	RESERVED FOR FUTURE USE	AN	66-72 7		

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Field No.	Field Title/Description	Class	Position	Bytes			
HEADER	HEADER RECORD						
1 2	LINK DATA  RECORD TYPE CODE  Report "1". Record Type Code 1 indicates a Header Record.	AN N	1-72 73-73	72 1			
	Record Type Code 1 will contain CPAP application and additional information used to produce the final CPAP factor page.						
	Submit one Header Record per CPAP file.						
3	NAME OF INSURED Report the insured's primary name on the policy.	AN	74-163	90			
4	FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN) NOT APPLICABLE: NJ, NY, WI	N	164-172	9			
	Report the Federal Employer Identification Number (FEIN) corresponding to the name being reported.						
5	RISK ID NUMBER NOT APPLICABLE: MN, NJ, NY	N	173-181	9			
	Report the unique risk identification number assigned by NCCI or the risk identification number given by the independent DCO assigned to the state where applicable.						
	For interstate risks, report the NCCI assigned number.						
	For intrastate risks, report the DCO assigned number.						
	For non-rated risks, report zeros.						
6	CREDIT EFFECTIVE DATE  NOT APPLICABLE: NCCI	N	182-189	8			
	Report the CPAP credit effective date.						
	Format: CCYYMMDD.						
7	CREDIT EXPIRATION DATE  NOT APPLICABLE: MN, NCCI, NY	N	190-197	8			
	Report the CPAP credit expiration date.						
	Format: CCYYMMDD						
8	LETTER ISSUED DATE NOT APPLICABLE: NCCI, NJ	N	198-205	8			
	Report the date the CPAP correspondence/letter was created by the DCO.						
	Format: CCYYMMDD						

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Field No.	Field Ti	itle/Description	Class	Position Bytes
9	LETTE		N	206-219 14
	NOT A	PPLICABLE: NCCI, NJ		
	Report to the I	the CPAP correspondence/letter ID number assigned etter.		
10	DATA		N	220-223 4
	NOT A	PPLICABLE: NCCI		
	Report	the year of the actual wages.		
	Format	:: YYYY.		
11		QUARTER	N	224-224 1
	NOT A	PPLICABLE: MN, NCCI		
	Report used.	the code that describes which quarter wages were		
	Code	Description		
	1	First Quarter		
	2	Second Quarter		
	3	Third Quarter		
	4	Fourth Quarter		
12		CATION RECEIVED DATE the date application was received from employer.	N	225-232 8
	-	:: CCYYMMDD.		
13	PROD	UCTION DATE	N	233-240 8
		PPLICABLE: MA, NY		
	Report	the date the worksheet/factor was produced.		
	Format	:: CCYYMMDD.		
14		RIENCE MODIFICATION FACTOR PPLICABLE: MN, WI	N	241-245 5
	Report that is	the factor based on the past experience of the insured used to modify an insured's premium.		
	There i 243.	s an assumed decimal point between positions 242 and		
15	RATIN	G EFFECTIVE DATE	N	246-253 8
	NOT A	PPLICABLE: MA, MN, WI		
	Report Modific	the effective date of the Experience Rating ration Factor.		

9				
Field No.	Field Ti	itle/Description	Class	Position Bytes
	For no	n-rated risks, report zeros.		
	Format	t: CCYYMMDD		
16		JS OF CPAP CODE PPLICABLE: DE, MA, MN, NJ, NY, PA, WI	Α	254-254 1
	Report	the code status of the CPAP factor.		
	Code	Description		
	F	Final		
	Р	Preliminary		
17	RESER	RVED FOR FUTURE USE	AN	255-300 46

Field No.	Field Ti	tle/Description	Class	Position	Bytes
CPAP CO	NTRIBU	TING CLASSIFICATION CODES AND WAGES RECORD	)		
1 2	RECOI Report	RD TYPE CODE	AN N	1-72 73-73	72 1
	This is	a recurring record. Repeat as needed.			
3		the code corresponding to the classification.	N	74-77	4
4		the code that describes the classification indicator.	N	78-78	1
	Code	Description			
	1	Contracting/Eligible Classifications			
	2	Non-Contracting Classifications			
5		D STATES LONGSHORE AND HARBOR WORKERS' ENTAGE CHANGE INCREASE/DECREASE CODE	N	79-79	1
	Longsh	the code that defines whether the United States ore and Harbors Workers' Percentage change is ed, decreased, or reported on a class code or rate			
	Code	Description			
	0	Class Code and Rate Basis			
	0	Class Code and Rate Basis			
	1	Increase			
	1	Increase			
	2	Decrease			
	2	Decrease			
6	Report	S/PAYROLL AMOUNT the wages/payroll for the quarter for each cation code.	N	80-91	12
	There i N/A: DI	s an assumed decimal point between positions 89 and 90. E, MA, MN, NJ, NY, PA, WI			
	Enter th	ne whole dollar wages/payroll amount. N/A: NCCI			
	Please require	contact the DCO for their wages/payroll reporting ment.			
7	HOUR	S/HOURS WORKED	N	92-103	12
	Report	the hours for the corresponding classification code.			

Field No.	Field Title/Description	Class	Position	Bytes
	There is an assumed decimal point between positions 101 and 102. N/A: DE, MA, MN, NJ, NY, PA, WI			
	Enter the whole hours worked. N/A: NCCI			
8	BASE RATE	N	104-113	10
	Report the base rate for each classification code.			
	There is an assumed decimal point between positions 109 and 110.			
	Enter the loss cost for each classification code. N/A: DE, MN, NY, PA, WI			
	Enter the charged manual rate for each classification code. N/A: DE, MN, NY, PA, WI			
	Enter the pure premium for each classification code. N/A: DE, MA, NJ, NY, PA, WI			
9	PREMIUM AMOUNT	N	114-127	14
	Report the premium amount for each class code.			
	There is an assumed decimal point between positions 125 and 126. N/A: DE, MA, MN, NJ, NY, PA, WI			
	Enter the whole dollar premium amount. N/A: NCCI			
10	AVERAGE HOURLY WAGE	N	128-137	10
	Report the average hourly wage.			
	There is an assumed decimal point between positions 135 and 136.			
11	CONTRACTORS PREMIUM ADJUSTMENT PROGRAM (CPAP) FACTOR	N	138-141	4
	Report the credit percentage on the CPAP worksheet for each class code.			
	There is an assumed decimal point between positions 140 and 141. N/A: DE, MA, MN, NJ, NY, PA, WI			
	Enter the whole credit percentage. N/A: NCCI			
12	CREDIT PER CLASS AMOUNT	N	142-153	12
	Report the dollar amount on the CPAP worksheet for each class code.			
	There is an assumed decimal point between positions 151 and 152. N/A: DE, MA, MN, NJ, NY, PA, WI			
	Enter the whole dollar credit per class amount. N/A: NCCI			
13	RESERVED FOR FUTURE USE	AN	154-300	147

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Field No.	Field Title/Description	Class	Position	Bytes
CALCULA	ATION OF OFFSET AND NET CREDIT RECORD			
1 2	LINK DATA RECORD TYPE CODE NOT APPLICABLE: NJ	AN N	1-72 73-73	72 1
	Report "3".			
3	TOTAL PAYROLL/WAGES AMOUNT Report the total payroll/wages amount for all class codes.	N	74-85	12
	There is an assumed decimal point between positions 83 and 84. N/A: DE, MA, MN, NJ, NY, PA, WI			
	Enter the whole hours worked. N/A: NCCI			
4	TOTAL HOURS WORKED  Report the total hours worked for all class codes.	N	86-97	12
	There is an assumed decimal point between positions 95 and 96. N/A: DE, MA, MN, NJ, NY, PA, WI			
	Enter the whole hours worked. N/A: NCCI			
5	PREMIUM AMOUNT TOTAL  NOT APPLICABLE: NJ	N	98-109	12
	Report the total premium amount for all class codes.			
	There is an assumed decimal point between positions 107 and 108.			
	Enter the whole dollar premium amount. N/A: NCCI			
6	TOTAL CREDIT PER CLASS/TOTAL CREDIT AMOUNT Report the total credit for all class codes.	N	110-121	12
	There is an assumed decimal point between positions 119 and 120. N/A: DE, MA, MN, NJ, NY, PA, WI			
	Enter the whole dollar total credit amount. N/A: NCCI			
7	RATING EFFECTIVE DATE NOT APPLICABLE: MN, NCCI, NJ, WI	N	122-129	8
	Report the date that the rating is effective.			
	Format: CCYYMMDD			
8	RATING ISSUE DATE NOT APPLICABLE: MN, NCCI, NJ, WI	N	130-137	8
	Report the date the rating was calculated.			
	Format: CCYYMMDD			

le/Description  ENALTY ADJUSTMENT AMOUNT	Class	Position Bytes
	N	138-140 3
PPLICABLE: DE, MA, NCCI, NJ, NY, PA, WI	.,	100 110 0
CREDIT	N	141-144 4
PLICABLE: NY		
he percentage (the total credit amount per class/total amount on the CPAP worksheet.		
an assumed decimal point between positions 143 and A: DE, MA, MN, NJ, NY, PA, WI		
e whole policy credit percentage. N/A: NCCI		
CREDIT FACTOR	N	145-147 3
ENCE RATING MODIFICATION OFFSET FACTOR	N	148-151 4
e whole percentage of the total manual premium. N/A:		
ENCE RATING OFFSET AMOUNT	N	152-163 12
he amount of offset calculated for experience rated		
an assumed decimal point between positions 161 and		
POINT AMOUNT	N	164-172 9
PLICABLE: CA, MA, MI, MN, NC, NJ, WI		
he amount used in the experience modification		
ACCIDENT LIMIT AMOUNT	N	173-178 6
PLICABLE: DE, MA, MN, NCCI, NJ, PA, WI		
he amount of the State Accident Limit.		
S - EXPECTED	N	179-190 12
PLICABLE: DE, MN, NJ, NY, PA, WI		
he total expected losses from experience rating used alculation of experience modification factor.		
	the late penalty adjustment amount for applications of after the enrollment deadline.  CREDIT  PPLICABLE: NY  the percentage (the total credit amount per class/total in amount on the CPAP worksheet.  Is an assumed decimal point between positions 143 and A: DE, MA, MN, NJ, NY, PA, WI  Is ewhole policy credit percentage. N/A: NCCI  CREDIT FACTOR  The whole percentage (1.00 – policy Credit = Policy factor).  IENCE RATING MODIFICATION OFFSET FACTOR  The percentage of the total manual premium inted by the experience rating offset amount.  Is an assumed decimal point between positions 150 and A: DE, MA, MN, NJ, NY, PA, WI  Is ewhole percentage of the total manual premium. N/A:  IENCE RATING OFFSET AMOUNT  The amount of offset calculated for experience rated  FOINT AMOUNT  PPLICABLE: CA, MA, MI, MN, NC, NJ, WI  The amount used in the experience modification  ACCIDENT LIMIT AMOUNT  PPLICABLE: DE, MA, MN, NCCI, NJ, PA, WI  The amount of the State Accident Limit.  S - EXPECTED  PPLICABLE: DE, MN, NJ, NY, PA, WI  The total expected losses from experience rating used alculation of experience modification factor.	the late penalty adjustment amount for applications of after the enrollment deadline.  (**CREDIT*** OFPLICABLE: NY** OF PLICABLE: DE, MA, MI, NJ, NY, PA, WI  The whole policy credit percentage. N/A: NCCI  (**CREDIT FACTOR** OF POLICY Credit** OF POLICY actor).  **IENCE RATING MODIFICATION OFFSET FACTOR** OF PLICABLE: DE, MA, MI, NJ, NY, PA, WI  The amount of offset calculated for experience rated of the amount used in the experience modification  **ACCIDENT LIMIT AMOUNT** OF PLICABLE: DE, MA, MN, NCCI, NJ, PA, WI  The amount of the State Accident Limit.  **BENECTED** OF PLICABLE: DE, MN, NJ, NY, PA, WI  The amount of the State Accident Limit.  **BENECTED** OF PLICABLE: DE, MN, NJ, NY, PA, WI  The amount of the State Accident Limit.  **BENECTED** OF PLICABLE: DE, MN, NJ, NY, PA, WI  The amount of the State Accident Limit.  **BENECTED** OF PLICABLE: DE, MN, NJ, NY, PA, WI  The total expected losses from experience rating used

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Field No.	Field Title/Description	Class	Position Bytes	
17	EXPECTED EXCESS LOSS TOTALS	N	191-202 12	
	NOT APPLICABLE: DE, MN, NJ, PA, WI			
	Report the expected excess from experience rating used in the calculation of experience modification factor.			
18	WEIGHT FACTOR	N	203-208 6	
	NOT APPLICABLE: DE, MN, NJ, NY, PA, WI			
	Report the weighting value from experience rating used in the calculation of experience modification factor.			
	There is an assumed decimal point between positions 205 and 206.			
19	BALLAST AMOUNT NOT APPLICABLE: DE, MN, NJ, NY, PA, WI	N	209-220 12	
	Report the ballast value from experience rating used in the calculation of mod factor.			
20	Z FACTOR	N	221-223 3	
	NOT APPLICABLE: DE, MN, NCCI, NJ, PA, WI			
	Report the whole percentage from the calculation of offset and the net credit.			
21	CREDIT OFFSET	N	224-226 3	
	NOT APPLICABLE: DE, MN, NCCI, NJ, PA, WI			
	Report the whole percentage of the credit offset. (CR*Z (Experience Rating Offset) = %).			
22	CREDIT PERCENTAGE/NET CREDIT	N	227-230 4	
	Report the percentage amount of the credit factor.			
	Enter the whole percentage of the credit factor. N/A: NCCI			
	There is an assumed decimal point between positions 229 and 230. N/A: DE, MA, MN, NJ, NY, PA, WI			
23	NET CREDIT AMOUNT	N	231-242 12	
	Report the amount of the credit.			
	There is an assumed decimal point between positions 240 and 241.			
24	DID NOT QUALIFY (DNQ) CODE	N	243-244 2	
	NOT APPLICABLE: DE, MN, NJ, PA, WI			
	Report the 2-digit reason code for the DNQ.			
	Code Description			
	01 No Eligible Codes Reported			

Field No.	Field Ti	tle/Description	Class	Position Bytes
	02	Did not meet the average hourly wage requirement		
	03	Not Experience Rated		
	04	Contracting premium less than 50% of total premium N/A: MA, NY		
	05	Experience Modifier Above Maximum Allowed N/A: MA, NY		
	06	Application received more than 180 days after policy effective date N/A: MA, NY		
	07	Application received more than 3 years after policy expiration date N/A: MA, NY		
		For NCCI, this code is applicable to Florida only.		
25	RESERVED FOR FUTURE USE		AN	245-300 56

Field No.	Field Title/Description	Class	Position	Bytes	
FILE CONTROL RECORD					
1	RESERVED FOR FUTURE USE	AN	1-72	72	
2	RECORD TYPE CODE Report "9".	N	73-73	1	
	One file record is required per submission.				
3	RECORD TOTALS  Report the total number of records on the submission.	N	74-83	10	
	This field will show the total number of records on the submission, including the Electronic Transmittal Record if used, but excluding the File Control Record.				
4	HEADER RECORD TOTALS  Report the total number of Header Records for CPAP.	N	84-91	8	
5	RESERVED FOR FUTURE USE	AN	92-300	209	