Instructions
Call for Direct California Workers' Compensation Experience

WCIRB Financial Call Data Certification (CA-DC-20xx)

I. Objective
  The purpose of this annual certification is for insurers to attest to the effectiveness of their statistical and financial reporting systems and certify that WCIRB data calls are reported in compliance with WCIRB aggregate data call instructions and definitions. This certification is required of every insurer required to submit Quarterly Calls to the WCIRB.

II. Submission
  a. Original submission
    A Word template of the certification form can be downloaded from the eSCAD® application.
    i.   Log into eSCAD and click on the link for the Data Certification Form located on your eSCAD Home Page (the certification form for this year will ~~not~~no longer appear on the Home Page if it has already been submitted)
    ii. Select one response for each question in Part I. If a response other than "Confirmed Review" was selected for a question, provide a text explanation for the reason the data was not confirmed
    iii. Answer all questions in Part II
    iv. Complete the Contact Information for Signatory page
    v.   Save a copy of this Word document (in case revisions need to be made)
    vi. Print out a hard copy of the completed form and have the signatory sign and date the Contact Information for Signatory page. (The signatory must be either a company officer or an actuary who is a member of the American Academy of Actuaries or the Casualty Actuarial Society)
    vii. Email a PDF of all pages of this certification form to eSCAD@wcirb.com

  b. Submission Status
    The submission status of this certification form can be accessed via the eSCAD® application. Once the WCIRB has processed the certification form, it will no longer be listed on the Home Page. Instead of checking for the submission status in the Home Page, click on the Data Calls link on the left blue panel, scroll to the Submitted Data Calls section, and select the appropriate call type and/or year. The date that the certification form was received by the WCIRB will appear. Note that the submission date of only the first version of each year's certification will be available.

  c. Revisions
    If a revision needs to be submitted, open up the copy of the Word document previously saved, make necessary changes, and then follow steps II.a.v. through II.a.vii. above. (If the "Revise" link in the Submitted Data Calls section of eSCAD is clicked, a blank downloadable form will appear. Since this certification is not electronically submitted directly into eSCAD, eSCAD will not store any responses to the certification questions.)