

Agenda
UDS Technical Support Group Conference Call
March 31, 2010

1. Call to Order
2. Roll Call
3. NCIGF Anti-Trust Policy
4. Approval of Minutes from February 24, 2010 TSG Conference Call
5. Status Reports:
 - A. "I" Record –Julie Snyder
 - B. "M" Record/MSP – John Arment
 - C. UDS Manual Updates – Julie Snyder
 - D. Coverage Code Table/Addition of annual statement lines – James Dunson
 - E. Header Record Replacement File Indicator Field – Andrew Holladay
6. Old/New Business
UDS "Toolbox" Discussion
7. Set the next meeting
8. Adjournment

Minutes
NAIC UDS Technical Support Group Conference Call
February 24, 2010

- 1) Call to Order
The meeting was called to order at approximately 2:05 p.m.
- 2) Roll Call
A roll call of TSG members who had accepted the call was taken and others on the call were asked to identify themselves (see Exhibit A).
- 3) NCIGF Anti-Trust Policy
Participants were reminded that the meeting was being conducted according to this policy. The actual reading of the policy was waived.
- 4) Approval of Minutes from 12-9-09 TSG Conference Call (Exhibit B)
Motion was made by John Arment, and seconded by Julie Snyder to approve the minutes as presented. The motion passed unanimously.
- 5) Summary/Discussion – TSG Membership, Voting Eligibility and Voting Procedures
Jim Hamilton provided a review of the Draft Voting Procedures document provided to the committee (see Exhibit B). At every meeting, roll call will be taken. Although visitors may join in the call they must be a voting member, to have a vote. To conduct a vote there has to be a 50 % quorum of voting committee members. Absentee voting is allowed and counted if e-mail is received by the Chair Person prior to the meeting. A completed vote is when 65% of quorum agree on the issue. If a vote is close or the quorum agrees, a physical vote will be taken. Clarity will be made to item one on page two of 12-9-09 minutes - Each voting member has one vote per proposal.

Discussions were had with regard to contacting absent committee members to determine if they were interested in remaining on committee or becoming an interested party without voting rights.
- 6) Status Reports
 - a) “D” Record Survey. John Arment reported the NCIGF D Record Readiness Survey to date has resulted in 28 responses from Guaranty funds representing 41 associations and 8 receivers representing 42 Estates. Bigger estates have responded. All but one receiver representing 8 estates is able to accept “D” record. Thirty two funds are producing D Records but 9 are not. Of the 9 half expect to be compatible within six months. Will update committee after final results are received.
 - b) “M” Record/MSP – John Arment – Adding 5 fields to beginning of record to help fund and receiver sort through transactions and get them to the appropriate bucket. The current subcommittee consensus is that “M” records should be sent from Funds to Receivers on an annual basis. In the future, the hope is that when new “A” records are received by the Funds, they will also receive “M” Records for those claims with potential MSP Reporting exposure. Reporting has been delayed by CMS until January 1, 2011.

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- c) "I" Record – Julie Snyder – Still waiting on NAIC. Hope to have more information next month.
 - d) UDS Claims Manual Update – Julie Snyder – Members of Claims Manual Subcommittee can expect to be contacted shortly regarding work to be completed on the updates. Several updates were approved by the TSG in 2009 that need to be incorporated into the manual, along with some technical corrections.
- 7) Help Desk – “Hot Button” Topics – Mark Might. Summary of questions posed to help desk was discussed. Subcommittee to discuss the usage of the Header Record Replacement File Indicator Field was formed, consisting of Andrew Holladay, James Dunson, Rod Nun, Steve Green, Dimitar (Mitko) Kotzev, Davis Tharayil and John Arment. Andrew will lead group and report back to committee at next meeting.
- 8) Old/New Business: Jim Hamilton/Mark Might
- a) “A” Record Usage for Fund to Fund UDS Data Transfer – lively group discussion was had with regard to use of this process in a current insolvency. Suggested tabling further discussions while we gather additional information to identify the issues for a future meeting.
 - b) Coverage Code Table – Addition of annual statement lines? – Discussed annual statement lines of business being incorporated into the UDS Coverage Code Table in the Claims Manual. Jim Winskowicz brought up that the lines change quite often. His committee will review and possibly NCIGF will maintain.
 - c) TSG Awareness Campaign – New Member Invitation – Intention to send out a letter of invitation to funds and receivers to see if there is any interest in joining committee.
 - d) Future Meetings
Aside from possible special meeting, next meeting to be March 31, 2010.
- 9) Adjournment
The meeting was adjourned at approximately 3:40 pm.

Respectfully Submitted,

Mark A. Might and Jim Hamilton
Co-Chairs and Acting Secretaries

**NAIC
Uniform Data Standard
Technical Support Group**

MEMBER NAME	AFFILIATION	A	State	2/24/2010
C	Code	Code	Code	Code
Arment, John	Michigan P&C IGA (MPCIGA)	F	MI	X
Baum, Diane	American Guaranty Fund Group (AGFG) - FL	F	FL	X
Bowens, Sue	Ohio Dept. of Insurance, Liquidation Office	R	OH	X
Chontos, Joe		C	PA	X
Crews, Nick	National Conference of IGA's - (NCIGF)	F	n/a	X
Czarnecki, Mark	Office of Special Deputy Receiver (OSD) - IL	R	IL	X
Dunson, James	JED Consulting	C	n/a	X
Edge, June	Ohio & West Virginia IGA's	F	M	X
Gartland, Dwayne	Ohio Dept. of Insurance, Liquidation Office	R	OH	X
Gonesh, Beth	American Guaranty Fund Group (AGFG) - FL	F	FL	
Green, Stephen	Lightspeed Data Solutions	C	n/a	X
Hamilton, David K.		C	n/a	X
Hamilton, James	Home Insurance Co., in Liquidation	R	NH	X
Harty, Jim	American Guaranty Fund Group (AGFG) - FL	F	FL	
Holladay, Andrew	National Conference of IGA's - (NCIGF)	F	n/a	X
Hungsberg, Richard	Office of Special Deputy Receiver (OSD) - IL	R	IL	
Jeffers, Jenny	Jennan Enterprises	C	n/a	
Keller, Laura	Pennsylvania WC Security Fund	F	PA	
Kotzev, Dimitar	Guaranty Fund Management Services (GFMS)	F	M	X
Lamb, Rita Ann	Reliance Ins. Co., in Liquidation	R	PA	X
Marchman, Mike	Georgia Insurer's Insolvency Pool	F	GA	
Marynowitz, Ed	NCCI	C	n/a	
McIntosh, Jack	Reliance Ins. Co., in Liquidation	R	NH	
Might, Mark	Ohio & West Virginia IGA's	F	OH	X
Miller, Darin	Ohio & West Virginia IGA's	F	OH	X
Nun, Rod	Insurance Services Unlimited (ISU)	C	n/a	X
Peckler, Mark	Fitzgibbons & Company	C	n/a	X
Price, Debbie	Property & Casualty Insurance Guaranty Corp.	F	MD	X
Radel, Paul	Reliance Ins. Co., in Liquidation	R	PA	X
Royal, Mike	California IGA	F	CA	
Sciame, Maureen	National Conference of IGA's - (NCIGF)	F	n/a	X
Smith, Randy	Pennsylvania Insurance Department	R	PA	
Snyder, Julie	JAS Consulting	C	n/a	X
Stephenson, Dale	DFS Consulting	C	n/a	X
Surguine, Mike	Arizona IGA	F	AZ	
Swain, Rontrill	Florida Dept. of Financial Services (DFS)	R	FL	X
Tanner, Patricia	Integrity	R	NJ	
Tharayil, Davis	Home Insurance Co., in Liquidation	R	NH	X
Vavra, Joe	Legion Ins. Co., in Liquidation	R	PA	X
Williams, Mitch	Florida Dept. of Financial Services (DFS)	R	FL	X
Wilson, Jenny	Legion Ins. Co., in Liquidation	R	PA	X
Winskowicz, Jim	Guaranty Fund Management Services (GFMS)	F	M	X
Wisecarver, Tim	Pennsylvania Compensation Rating Bureau (PCRB)	C	PA	
Wygand, Richard	Home Insurance Co., in Liquidation	R	NH	X
Zoller, Dotty	Texas P&C IGA	F	TX	X
				32
	Count			
Affiliation Code Legend (AC)	Guests:			
C - Consultant	Sandy Robinson	G	FL	X
F - Guaranty Fund				
G - Guest				
R - Receiver				
	Total Attendees			33

Exhibit "A"

Minutes
UDS Technical Support Group Conference Call
December 9, 2009

- 1) Call to Order
The meeting was called to order at approximately 2:05 p.m.
- 2) Roll Call
A roll call of TSG members who had accepted the call was taken and others on the call were asked to identify themselves (see Exhibit A).
- 3) NCIGF Anti-Trust Policy
Participants were reminded that the meeting was being conducted according to this policy. The actual reading of the policy was waived.
- 4) Approval of Minutes from 11-18-2009 TSG Conference Call (attachment)
Motion was made by John Arment, and seconded by Jim Hamilton to approve the minutes as presented. The motion passed unanimously.
- 5) Discussion on Voting Procedures/Membership
See pages 2 & 3 for memo details
- 6) Adjournment
The meeting was adjourned at approximately 3:00 p.m.

Respectfully Submitted,

Mark A. Might and Jim Hamilton
Co-Chairs and Acting Secretaries

Exhibit "B"

Minutes
UDS Technical Support Group Conference Call
December 9, 2009

UDS Technical Support Group (“TSG”)
Discussion on Voting Procedures/Membership

The following is a draft summary of what was discussed on December 9, 2009:

- This support group currently reports to the Receivership Technology and Administration (E) Working Group
- The Working Group reports to the Receivership and Insolvency (E) Task Force of the NAIC.
- The mission of the Task Force can be found on the NAIC website. This group is targeted on the promotion of receivership best practices through technical assistance, including data standards and the enhancement of existing receivership and technology applications.

It is our intent with the issuance of these voting guidelines to layout out the framework for the TSG decisions and to quantify the necessary membership participation. These guidelines are made with the understanding that the NAIC has ultimate authority over the TSG recommendations. Any new UDS Reporting Formats or structural changes to existing formats recommended by this group require further approval at appropriate levels within the NAIC hierarchy. The required level of approval is determined by the NAIC Working Group responsible for the UDS TSG.

1. Who is a Voting Member and is it one vote per member or organization?

It was discussed that a voting member is any member who is listed on the current TSG Membership list and has a “Voting Member” status.

It was recognized that guests can join the calls and even be referred to in the minutes on an ad hoc basis, but they would be identified as a “Guest” on the membership log and not have a vote on resolutions brought before the TSG.

New: An offshoot of this logic says there could be participants on subcommittees who were brought in for their expertise for a specific reason and because of their participation would be allowed to vote at the subcommittee level but not at the TSG level. For example: The Home has a member who is on the imaging committee who does not want to vote on non imaging items such as the D record. Do we want to consider voting at subcommittee level only? This way they would not impact the TSG quorum numbers?

2. Voting is restricted to “active” members and to maintain that privilege the members need to stay active throughout the year. A log of attendance is maintained and reviewed prior to each meeting. To stay active a member must attend 75% of the meetings held during any one year? This log will be maintained by the Chair or Co-chair of the TSG.

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3. What is a “quorum” for TSG voting purposes? We defined a quorum is 51% of the voting members present or voting via e-mail as an absentee. Note: if during the call, the resolution to be voted upon changes substantially, any absentee ballots will not be counted towards the consensus.

4. What is a “consensus” for TSG voting purposes? We defined a consensus as 65% of the voting members in favor of a specific resolution during a TSG Meeting in which a quorum has been established.

5. We recognize that a key to making informed decisions about any subject that comes before the TSG is getting the Agenda and background information out to the membership in a timely manner, allowing sufficient opportunity for members to review it and develop any questions and/or comments prior to the meeting in which a vote is to take place.

6. What constitutes an acceptable voting media in cases where a voting member cannot be present? A voting member can submit a vote on a specific resolution by e-mail as long it is sent to the Co-chairs prior to the vote counting.

7. In those cases that require a written vote, two members will volunteer to receive and count the votes and report the results to the Chair and Co-Chair.

“M” Record Discussion Document

Section 111 of the Medicare, Medicaid, and SCHIP Extension Act of 2007 (MMSEA Section 111) adds mandatory reporting requirements with respect to Medicare beneficiaries who receive settlements, judgments, awards or other payments from liability insurance (including self-insurance), no-fault insurance, or workers’ compensation also referred to as non-group health plans (NGHP). All Insurance Companies, Insurance Companies in Liquidation, and Guaranty Associations are required to register and report as a Responsible Reporting Entity (RRE).

MMSEA Section 111 Medicare Secondary Payer Mandatory Reporting User Guide currently requires NGHP to produce a Claim Input File Detail Record (132 Fields) and if necessary a Claim Input Auxiliary Record (105 Fields) on a quarterly basis. The UDS Technical Support Group (UDS TSG) believes the easiest approach to create an ‘M’ Record would be to utilize the file layouts mandated by Centers for Medicare & Medicaid Services (CMS) and add the following 5 fields to the front of the files:

Field No.	Name	Size	Data Type	Description
A	NAIC	5	Numeric	NAIC Number
B	Insolvent Co’s Claim Number	20	Alpha-Numeric	Unique number assigned by the insolvent company
C	Receiver Claim 20 Claim Number		Alpha-Numeric	Unique number assigned by the Receiver
D	Fund Claim Number	20	Alpha-Numeric	Unique number assigned by the Fund
E	Claimant Number	5	Numeric	Number assigned by Receiver to this claimant

When does the Receiver initiate the transfer of claims data to the Funds?

The Receiver transfers the claims data in UDS A Record format to the Funds as soon as possible after the Order of Liquidation.

What information will the Receiver transmit to the Funds?

For each Loss Claim information “A” record if appropriate there should be an “M” record

What Information will the Funds transmit to the Receiver?

All “M” records

What is the frequency of data transmissions for both Receivers and Funds?

Receiver to Funds:

After the initial claim data transmission, new information will be transmitted to the funds as soon as possible via an A Record.

Funds to Receiver:

The initial transmission will be a complete dump of the Funds “M” records. Subsequent transmissions will be annually (January); however the Receiver and Fund may negotiate a different reporting period.

The reason the UDS TSG is recommending an annual file is to not burden the Receivers and Funds with files that would not be utilized by the Receivers. The Receivers only need to report on claims in which the Receiver is issuing a payment and only at the time a payment is made. The Funds however must report when they become an RRE, which for most files is at the time it is statutorily a covered claim.