

Edit Program Installation Instructions

1. Create a folder: "IL_ccedit" on the local C: drive on which the edit package will be located.
2. Locate **Subpart A: Cost Containment Reporting** information located at http://insurance.illinois.gov/regulatory_filings/regulatory_filings.asp. Double click on the "Required Software License" link and save to the folder "IL_ccedit". When prompted select "Close"
3. Double click and unzip the "CC_License.exe" file located in "IL_ccedit". Note that this will create a folder "MFLicense" on the root directory C:\, not the "IL_ccedit" folder. Select Close
4. Locate and open the MFLicense folder located on the C:\ drive. This folder should contain a file "Preparing CCedit program.bat", double click this file, follow prompt to exit program.
5. Return to http://insurance.illinois.gov/regulatory_filings/regulatory_filings.asp. Locate and double click the "Edit Program" application. When prompted, save this program to the "IL_ccedit" folder. Select close when prompted.
6. Return to the "IL_ccedit" folder. Unzip the file titled "zipped_CCedit.exe. Select the "IL_ccedit" folder using browse prior to unzipping the file. Select OK and close when prompted.
7. Locate and double click the file "CCedit.exe" newly created within the "IL_ccedit" folder. If you receive an error stating: "ASLM: Errno 1000" repeat step 4
8. Using the browse option, locate and select your data file. The current filing year must be inserted in #2.
9. The edit package will validate all data within the data file and return a message indicating errors are present or it will provide an E_C number indicating the data passed all errors. In the event errors are present it will be communicated and the company will be able to print a report outlining the errors. This process validates the format of the data, it **DOES NOT** submit it to the Department.
10. The validated data file may now be submitted to the Department by e-mail or CD.
11. Please note that this validation only confirms the format of data provided. The Department will perform further validation of the data upon receipt and will contact the company if any further action is required.