



Illinois Department of Insurance

PAT QUINN
Governor

JACK MESSMORE
Acting Director

September 1, 2011

TO: All IL Licensed Property & Casualty Insurers and Statistical Agents

ATTN: Statistical Reporting Unit/State Compliance Section

RE: The 2011 Part 4203 Subpart A – Cost Containment Data Reporting Requirements.

FROM: Robert P. Rapp, FLMI

Please be advised that all companies licensed to write property and/or casualty insurance in the State of Illinois, pursuant to Section 4, Class 2(a) – (i) and Class 3(b) – (i), (215 ILCS 5/4) are subject to data reporting requirements contained in the Insurance Cost Containment Act (215 ILCS 5/1200) and Part 4203 Subpart A of the Illinois Administrative Code. Please note that all data must be submitted by **November 30, 2011**.

This notice is being delivered to the governmental relations contact your company provided to the NAIC. The authorized filer for your company should go to the following web site to upload data:

<https://insurance.illinois.gov/Applications/CCANNFIL/Default.aspx>

PREVIOUSLY REGISTERED INDIVIDUALS:

- If the individual responsible for filing the company data has previously registered they may access the system directly. At the link above all users should select "Forgot Password".
- Please provide the email address we have on record. A temporary password will be sent to the email address provided.
- Users may access the application using the email address as the User ID and the temporary password provided. Please note that you will be prompted to change your password when you initially access the system.
- The file import function is available within the Main Menu link.

FIRST TIME FILERS:

- All first time users must obtain a verification code from the Department. Please submit your request to doi.costcontainment@illinois.gov. We will provide the verification code by return email.
- Once the verification code is received the user should select "New User" at the above noted website. You will be required to provide contact information as well as the verification code.
- Select "Create User Account". An email containing your temporary password will be sent to the email address provided during the registration process.
- Users may access the application using the email address as the User ID and the temporary password provided. Please note that you will be prompted to change your password when you initially access the system.
- The file import function is available within the Main Menu link.

PLEASE REVIEW THE FOLLOWING PRIOR TO DATA SUBMISSION:

- Use the correct exposure bases for all lines of business.
- Verify premiums, claims, and loss data for all lines. Compare premiums of required lines with corresponding annual statement.
- The edit program previously used to verify your data format has been eliminated. All formatting issues will be communicated immediately during download process.
- Companies having no Cost Containment data must request an exemption by submitting a request to doi.costcontainment@illinois.gov.
- Complete details and data description can be located at: http://insurance.illinois.gov/regulatory_filings/regulatory_filings.asp#insurancedatareporting.
- Please contact Robert Rapp at 217/785-1680 or by e-mail at robert.rapp@illinois.gov with any questions you may have.