



# COMPENSATION RATING AND INSPECTION BUREAU

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## **ADVISORY BULLETIN #33**

### **UNIT STATISTICAL REPORTING GUIDEBOOK**

The Compensation Rating & Inspection Bureau is proud to announce the publication of a new, web-based Unit Statistical Reporting Guidebook. The Guidebook outlines the reporting and correction practices for the submission of New Jersey unit statistical data to the Bureau, and is designed to supplement the rules set forth in the Statistical Plan. The Guidebook covers topics related to unit statistical reporting, such as the required formats, time lines and data elements for the reporting of USR data in New Jersey; types of USR delivery; testing and correction processes of USRs; and penalties for non-compliance. Illustrations of typical USR submissions and issues that were previously included in the New Jersey Workers Compensation & Employers Liability Insurance Manual can now be found in the Guidebook. The Guidebook also contains a description of related reports provided to carriers by the Bureau, including reports listing policies for which USRs will soon be due (pre-delinquent reports) and reports listing USRs which are past due (delinquent reports).

The Guidebook is available on the Bureau's website, [www.njcrib.com](http://www.njcrib.com) and will be updated as needed to ensure consistency with future changes to the Statistical Plan.

If you have questions or suggestions regarding the Guidebook's content, please contact Ms. Isabel Santos at (973) 622-6014, ext. 257, or via email at [isantos@njcrib.com](mailto:isantos@njcrib.com).

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