



January 28, 2014

Circular 2014-02

To: All Members

Indiana Pool Take-Out Credit Program
Calendar Year 2013

Background

The Take-Out Credit (TOC) Program is a filed program in Indiana, effective since January 1, 1992. The program encourages carriers to remove employers from the assigned risk market by writing policies voluntarily in the regular market. It allows a carrier to obtain credits against its Pool participation.

For every dollar in premium removed, the carrier gets a dollar credit against its Indiana Pool participation base. The employer must stay out of the assigned risk market for at least one policy year. The carrier can earn the credit for up to three years. The credits are applied against a carrier's calendar year voluntary premium. Calendar year voluntary premium is used as the basis for the apportionment of the results (positive or negative) of the assigned risk market.

Summary of Calendar Year 2013 Procedures

To receive credits for Indiana, carriers must enroll with NCCI by **February 21, 2014**. For carriers that are currently enrolled in the NCCI system and/or received a take-out credit for Calendar Year 2012, you are already enrolled and are not required to enroll in the 2013 Take-Out Credit Program, just update your contact information, if needed. For more information, please refer to [NCCI Circular PLAN-2013-05](#), dated December 10, 2013 which does a good job of explaining the process and provides sample forms.

As a service to the ICRB, NCCI is processing take-out credit requests for Indiana using its automated system. During the week of **March 24, 2014**, NCCI will send an email announcing the availability of the TOC Report located in its data collection tool, ***DCA Access® Online***.

If you are in agreement with the TOC Report and have no changes, you must indicate your acceptance of the credits in ***DCA Access® Online*** by **April 11, 2014**.

Upon your acceptance, the NCCI TOC Administrator will notify the ICRB so that we may adjust your company's Calendar Year 2013 voluntary market share. This will determine your company's 2013 Indiana Pool participation base.

For more information, visit our website at www.icrb.net, click on the "CompClues" logo. You will see an alphabetical list of documents. Scroll down to the document titled "[Take-Out Credit](#)."

Sincerely,

Ronald W. Cooper, CWCP
President