

## REMINDER: PUBLIC ENTITY SELF-INSURED ANNUAL REPORTS AND SELF-INSURED ASSESSMENTS DUE OCT. 1, 2016

The deadline for public entities to submit their annual Self-Insured Report to the Office of Self Insurance Plans (OSIP) is rapidly approaching. In order to avoid a penalty and/or your self-insurance certificate being revoked, your completed report must be submitted by the October 1, 2016 deadline.

### **PURPOSE OF THE REPORTS AND ASSESSMENTS**

The purpose of this report is to provide the State with important statistical information regarding employers and employees covered under a self-insured workers' compensation program. The data in the report also determines your self-insured annual assessment. The assessments fund the costs of administering the Department of Industrial Relations, the state agency that oversees the California's Workers' Compensation program.

The specific programs funded by the self-insured annual assessments include: The Division of Workers' Compensation (DWC), the Division of Occupational Safety and Health (DOSH), and the Division of Labor Standards Enforcement (DLSE), all of which provide oversight and compliance throughout the state. These programs help ensure both employees and employers are protected by:

- Assisting with antifraud efforts by the California Department of Insurance and local district attorneys.
- Paying benefits to injured workers whose employers were illegally uninsured.
- Providing compensation to injured workers who already had a disability or impairment at the time of injury.
- Providing compliance assistance for employers striving to increase safety.
- Ensuring workplace safety across the state to reduce injuries.

Keenan & Associates works closely with you to assist in the completion of this report by guiding you throughout the process, uploading the necessary claims data, and providing information and assistance on any regulation or reporting changes.

### **COMPLETING YOUR PORTION OF THE SELF-INSURED ANNUAL REPORT**

For the report due on October 1, 2016, Keenan & Associates has now uploaded all the necessary claims data for all our Public Self-Insured clients. You should have also received an e-mail from your Claims Analyst providing you with the necessary information to complete your portion of the report. As the employer, you will need to enter the number of employees along with the total wages and salaries paid for the 2015-2016 fiscal year.

If there is a 20% deviation from the information you provided in the prior year's report, OSIP will send you an e-mail requesting you to verify that the information you reported is indeed correct.

The assessment invoices generated from these reports are usually mailed out by OSIP in the first week of December. Payment is due within 30 days of the invoice.

If you have any questions, please see the OSIP website at: [www.dir.ca.gov/osip/sip](http://www.dir.ca.gov/osip/sip) or contact your Claims Analyst.

Keenan & Associates is not a law firm and no opinion, suggestion, or recommendation of the firm or its employees shall constitute legal advice. Clients are advised to consult with their own attorney for a determination of their legal rights, responsibilities and liabilities, including the interpretation of any statute or regulation, or its application to the clients' business activities.