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PLAN INFORMATION

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Plan–Nevada–Assigned Risk Policy Renewals and Premium Payments

This circular is intended to remind employers and producers of their responsibilities regarding assigned risk policy renewals and premium payments.

Recently, there have been instances where assigned risk renewal premiums sent via regular mail have not been received by the carrier before the policy effective date or cancellation date. In accordance with NCCI's assigned risk rules and Nevada state statutes, this could result in a lapse in coverage and monetary penalties. Refer to Nevada state statute NRS 616D.200.

The assigned carrier must send notice of a policy renewal at least sixty (60) days before expiration of the current policy. Refer to NCCI's *Assigned Carrier Performance Standards*, PS 3-A-3-a.

If the premium payment is submitted by regular mail and received by the carrier **before** the renewal effective date, then payment is posted either on the date of receipt or the date of a legible US postmark on the envelope containing the payment. Refer to NCCI's *Assigned Carrier Performance Standards*, PS 7-A-3.

If the premium payment is submitted by regular mail and received by the carrier **after** the renewal effective date, then consideration is made for when the payment was submitted in accordance with NCCI's *Basic Manual* Rule 4-A-4-a(4):

Policies must be issued, renewed, or reinstated without a lapse in coverage when premium, including an interim premium audit or installment payment, is received or contains a legible US postmark **prior** to the policy effective date or cancellation date.

Please ensure that a legible US postmark is used on premium payments submitted via regular mail. Any meter marks or illegible/missing postmarks will result in an effective date of the renewal policy on the day **after** the payment is received.