



STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
Insurance Division – Policy Analysis Section
4th Floor, 500 James Robertson Parkway
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**PROCEDURES FOR ADDRESSING
WORKERS' COMPENSATION PREMIUM DISPUTES**

Should a premium dispute arise between a policyholder and a carrier or rate service organization, regulations addressing an appeal process can be found at <http://www.state.tn.us/sos/rules/0780/0780-01/0780-01-82.pdf>. Following are a few of the “front end” requirements.

If the matter involves manual rules, classifications, or rating plans used by the voluntary/standard market, the policyholder must first contact NCCI [Maureen Longanacre @ 915-222-8131 (PH.)] to determine if the matter qualifies for the NCCI Dispute Resolution process.

National Council on Compensation Insurance, Inc.
Regulatory Assurance Department—Dispute Resolution Services
901 Peninsula Corporate Circle
Boca Raton, FL 33487-1362
regulatoryassurance@ncci.com
Fax Number: 561-893-5043

Assigned risk policyholders must first contact Aon [Kim Zersen @ 800-471-6767 (PH.); 402-697-0017 (FX)] before filing an appeal with the Commissioner.

Be advised that there are time restrictions placed upon an appellant making a Commissioner appeal (see above regulations).

The appeal must contain a short and plain statement as to what portion of the decision is being appealed and the basis for such appeal.

The appeal must be accompanied by a certification from the insured or the insured's attorney that a copy of any materials filed with the commissioner have also been sent to the Administrative Procedures Division of the Office of the Secretary of State *and* all parties to the dispute.

“Administrative Procedures Division” means the Administrative Procedures Division of the Office of the Secretary of State, 312 Eighth Avenue, 8th Floor, William R. Snodgrass Tower, Nashville, Tennessee 37243, Telephone (615) 741-7008.

The appeal to the commissioner shall be sent to the Department of Commerce and Insurance, Davy Crockett Tower, Actuarial Services Section, 4th Floor, 500 James Robertson Parkway, Nashville, Tennessee 37243.

Contact Mike Shinnick at the above number for questions concerning premium disputes.