



REQUIREMENTS FOR SELF-INSURED WORKERS' COMPENSATION SINGLE EMPLOYER

(Tenn. Code Ann § 50-6-405 and Tenn. Comp. R. & Reg. Ch. 0781-01-83)

Fiscal Year End Filing Requirements **Inactive Self-Insured-TN**

To comply with the fiscal year end filing requirements, please submit the documents listed below through your [CORE account](#), online filing system.

1. Audited Financial Statement; and
2. Loss Run Reports – including the three (3) types of loss reports below:
 - a. **Loss Run Report** should include **All claims** from inception date to cancellation date from TN's self-insured (based on fiscal year end date).
 - b. **Open Claims Report** should include **All open claims** from inception date to cancellation date from TN's self-insured (based on fiscal year end date).
 - c. **Claims that Exceeded their Self-Insured Retention ("SIR") Report** should include **All claims that have exceeded the SIR Level** from inception date to cancellation date from TN's self-insured (based on fiscal year end date).

The filing deadline is on or before the last day of the ninth (9th) month from fiscal year end date.

Please note the above requirements are required until all claims are settled.

Should you have any questions, please contact TDCI.Selfinsured1013@tn.gov.

Note: See next page for loss report filing details.



Loss Report Requirements

Inactive SIWC-Fiscal Year End Filing Requirements-TN

Employers are required to submit the following types of loss reports: Loss Run Report, Open Claims Report, and Exceeded SIR Level Report. Each loss report's header section under which certain information is required including the employer's name and the employer's Tennessee qualified self-insured subsidiaries for the period from inception date through the cancellation date from TN's self-insured workers' compensation program.

For example: Red Apple, LLC was self-insured between 1/1/1999 and 1/15/2015. Red Apple, LLC has a fiscal year end date of December 31. Therefore, Red Apple, LLC's loss reports evaluation as of 12/31/20xx for all claims for the period between 1/1/1999 through 1/15/2015.

1. **Loss Run Report's** header section is below:
Red Apple, LLC and its Tennessee qualified self-insured subsidiaries
All Claims for the period from 1/1/1999 to 1/15/2015 evaluation date on 12/31/20xx.
2. **Open Claims Report's** header section is below:
Red Apple, LLC and its Tennessee qualified self-insured subsidiaries
All Open Claims for the period from 1/1/1999 to 1/15/2015 evaluation date on 12/31/20xx.
3. **Claims that Exceeded Self-Insured Retention ("SIR") Report's** header section is below:
Red Apple, LLC and its Tennessee qualified self-insured subsidiaries
All Claims that Exceeded SIR Report for the period from 1/1/1999 to 1/15/2015 evaluation date on 12/31/20xx.

Each report should include, at a minimum, the details listed below:

- 1) Column of Name;
- 2) Column of Loss Date;
- 3) Column of Closed Date;
- 4) Column of Total Incurred;
- 5) Column of Total Paid;
- 6) Column of Total Outstanding;
- 7) Column of SIR Level column;
- 8) Column of Nature of Injuries;
- 9) Subtotal Each Year, Based on Fiscal Year End Date; and,
- 10) Grand Total for all years.