

October 15, 2019

Health Carrier,

Under the authority granted in RCW 48.02.065, the Office of the Insurance Commissioner is conducting their annual Health Insurance Enrollment Data Call (formerly called the ACA Enrollment Data Call) to assess the impact of health insurance enrollment.

This will be an on-going data call and we expect that the data will to be sent to us monthly year-round.

Our office is asking for enrollment data concerning the individual market, the small group market and the large group market. We plan to aggregate the information; the aggregate data may be released publicly.

Attached are Instructions and examples of how the data is to be submitted to the OIC. Additionally attached is a blank Excel spreadsheet template to be used when submitting data. Please note that only one Excel spreadsheet should be submitted to the OIC encompassing all of the markets.

Please review the instructions carefully as this year's data call is very different from prior data calls. The instructions provide details about how to properly fill out the data template.

For the initial data response, the due date is **November 15, 2019—with enrollment information as of 10/31/19**. For subsequent monthly data, the due date will be the 15th of the month. Failure to respond timely may result in enforcement action.

Due Date	Enrollment information as of...
November 15, 2019	October 31, 2019
December 15, 2019	November 30, 2019
January 15, 2020	December 31, 2019
February 15, 2020	January 31, 2020
March 15, 2020	February 28, 2020
April 15, 2020	March 31, 2020
May 15, 2020	April 30, 2020

June 15, 2020	May 31, 2020
July 15, 2020	June 30, 2020
August 15, 2020	July 31, 2020
September 15, 2020	August 31, 2020
October 15, 2020	September 30, 2020

The data is to be submitted as a csv file through our secure transmission portal at sft.wa.gov using the instructions attached to this letter. Please include contact name and information in the email submission and use the password we have provided in the instructions. If you have any questions about the instructions please contact Bode Makinde at bodem@oic.wa.gov. If you have general questions please contact me at 360-725-7056 or candicem@oic.wa.gov.

Candice Myrum

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