



**Determination made by WorkCover pursuant to
section 114 of the *Workers Rehabilitation and
Compensation Act 1988* (Tas)**

Determination No.: 1 of 2013

Determination made by WorkCover Tasmania Board pursuant to section 114 of the *Workers Rehabilitation and Compensation Act 1988* (Tas)

1 Definitions

In this determination:

Act means the *Workers Rehabilitation and Compensation Act 1988* (Tas).

Agency means an Agency for the purposes of the *State Service Act 2000* (Tas).

Specifications means the National Insurer Data Specifications (NIDS), consisting of:

- (a) NIDS V8.0.doc
- (b) NIDS 8.0 Rules and Validations.xml
- (c) NIDS 8.0 Submission.xsd

a copy of which is attached to this determination and marked as Attachment 1.

WorkCover means the WorkCover Tasmania Board established by section 8 of the Act.

WorkCover Information Management System means the online electronic system established by WorkCover for the collection and storage of data and information from licensed insurers and self-insurers.

Expressions defined in the Act have the same meaning when used in this determination.

2 Determination

This determination is made by WorkCover pursuant to section 114 of the Act.

3 Specifications

The Specifications form part of this determination.

4 Licensed insurers

- (a) Each licensed insurer must, in respect of its business of insuring employers against the employers' liability to their workers under the Act, provide returns to WorkCover in accordance with the requirements set out in the following table:

Column 1	Column 2	Column 3	Column 4
Return type	Information and data to be included in the return and return format	Frequency of lodgement of return	Period allowed for lodgement of completed return
Policy return:	The information and data to be included in the return, and the format of the return, is as set out in clause 1 of the Specifications	A return must be lodged with WorkCover in respect of each named month	Completed return must be lodged with WorkCover within 7 days of the end of the named month
Claim details return:	The information and data to be included in the return, and the format of the return, is as set out in clause 2 of the Specifications	A return must be lodged with WorkCover in respect of each named month	Completed return must be lodged with WorkCover within 7 days of the end of the named month
End of year reconciliation return:	The information and data to be included in the return is that necessary to complete an end of year reconciliation return in the format required by the WorkCover Information Management System	A return must be lodged with WorkCover in respect of each financial year ended 30 June	Completed return must be lodged with WorkCover within 21 days of the end of financial year
Premium rate filings return for purposes of section 102A of the Act:	The information and data to be included in the return is that necessary to complete a premium rate filings return in the format required by the WorkCover Information Management System	A return must be lodged with WorkCover annually	Completed return must be lodged with WorkCover not later than 15 May

- (b) For the purposes of the table in paragraph 4(a), a licensed insurer must lodge each return, required by paragraph 4(a), with WorkCover using the WorkCover Information Management System.
- (c) For the purposes of paragraph 4(b), a return is not lodged with WorkCover unless the data required by the return is validated and accepted by the WorkCover Information Management System.
- (d) For the purposes of paragraph 4(c), where:
- (i) a policy return and a claim details return is lodged with WorkCover and is not validated or accepted by the WorkCover Information Management System, the rejected return must be rectified, re-submitted, validated and accepted by the WorkCover Information Management System no later than 7 days following the next subsequent named month referred to in Column 4 of the table in clause 4(a); and
 - (ii) a end of year reconciliation return is lodged with WorkCover and is not validated or accepted by the WorkCover Information Management System, the rejected return must be rectified, re-submitted, validated and accepted by the WorkCover Information Management System no later than 14 days following the end of the period referred to in Column 4 of the table in clause 4(a) for that return.

5 Self-insurers

- (a) This paragraph 5 does not apply to the Crown in Right of Tasmania.
- (b) Each self insurer must provide returns to WorkCover in accordance with the requirements set out in the following table:

Column 1 Return type	Column 2 Information and data to be included in the return	Column 3 Frequency of lodgement of return	Column 4 Period allowed for lodgement of completed return
Claim details return:	The information and data to be included in the return, and the format of the return, is as set out in clause 2 of the Specifications	A return must be lodged with WorkCover in respect of each named month	Completed return must be lodged with WorkCover within 7 days of the end of the named month
Financial indicators return:	The information and data to be included in the return is that necessary to complete a financial return in the format required by the WorkCover Information Management System	A return must be lodged with WorkCover in respect of each financial year	Completed return must be lodged with WorkCover within 21 days of the end of financial year
End of year reconciliation return:	The information and data to be included in the return is that necessary to complete an end of year reconciliation return in the format required by the WorkCover Information Management System	A return must be lodged with WorkCover in respect of each financial year ended 30 June	Completed return must be lodged with WorkCover within 21 days of the end of financial year
Workers and wages return:	The information and data to be included in the return, and the format of the return, is as set out in clause 2 of the Specifications	A return must be lodged with WorkCover in respect of each financial year ended 30 June	Completed return must be lodged with WorkCover within 21 days of the end of financial year

- (c) For the purposes of the table in paragraph 5(b), a self-insurer must lodge each claim details return, each financial indicators return, and each end of year reconciliation return, required by paragraph 5(b), with WorkCover using the WorkCover Information Management System.
- (d) For the purposes of paragraph 5(c), a return is not lodged with WorkCover unless the data required by the return is validated and accepted by the WorkCover Information Management System.
- (e) For the purposes of paragraph 5(d), where:
- (i) a claim details return is lodged with WorkCover and is not validated or accepted by the WorkCover Information Management System, the rejected return must be rectified, re-submitted, validated and accepted by the WorkCover Information Management System no later than 7 days

following the next subsequent named month referred to in Column 4 of the table in clause 5(b); and

- (ii) a financial indicators return and an end of year reconciliation return is lodged with WorkCover and is not validated or accepted by the WorkCover Information Management System, the rejected return must be rectified, re-submitted, validated and accepted by the WorkCover Information Management System no later than 14 days following the end of the period referred to in Column 4 of the table in clause 5(b) for that return.

6 Crown in Right of Tasmania

- (a) The Crown in Right of Tasmania, in respect of each Agency, must provide returns to WorkCover in accordance with the requirements set out in the following table:

Column 1 Return type	Column 2 Information and data to be included in the return	Column 3 Frequency of lodgement of return	Column 4 Period allowed for lodgement of completed return
Policy return:	The information and data to be included in the return, and the format of the return, is as set out in clause 1 of the Specifications	A return must be lodged with WorkCover in respect of each named month	Completed return must be lodged with WorkCover within 7 days of the end of the named month
Claim details return:	The information and data to be included in the return, and the format of the return, is as set out in clause 2 of the Specifications	A return must be lodged with WorkCover in respect of each named month	Completed return must be lodged with WorkCover within 7 days of the end of the named month
Workers and wages report:	The information and data to be included in the return is that necessary to complete a report in the format included in Attachment 2	A return must be lodged with WorkCover in respect of each financial year ended 30 June	Completed return must be lodged with WorkCover within 21 days of the end of financial year
End of year reconciliation return:	The information and data to be included in the return is that necessary to complete an end of year reconciliation return in the format required by the WorkCover Information Management System	A return must be lodged with WorkCover in respect of each financial year ended 30 June	Completed return must be lodged with WorkCover within 21 days of the end of financial year

- (b) For the purposes of the table in paragraph 6(a), the Crown in Right of Tasmania must lodge each policy return, claim details return, and end of year reconciliation return, required by paragraph 6(a), with WorkCover using the WorkCover Information Management System.
- (c) For the purposes of paragraph 6(b), a return is not lodged with WorkCover unless the data required by the return is validated and accepted by the WorkCover Information Management System.

- (d) For the purposes of paragraph 6(c), where:
- (i) a policy return and a claim details return is lodged with WorkCover and is not validated or accepted by the WorkCover Information Management System, the rejected return must be rectified, re-submitted, validated and accepted by the WorkCover Information Management System no later than 7 days following the next subsequent named month referred to in Column 4 of the table in clause 6(a); and
 - (ii) a end of year reconciliation return is lodged with WorkCover and is not validated or accepted by the WorkCover Information Management System, the rejected return must be rectified, re-submitted, validated and accepted by the WorkCover Information Management System no later than 14 days following the end of the period referred to in Column 4 of the table in clause 6(a) for that return..

7 Date

This determination takes effect from midnight on 31 August 2013.

Dated:

Executed for and behalf of
WorkCover Tasmania Board by
Bradley Weston Parker
being the Assistant Director -
Rehabilitation and Compensation
Position Number 355895 (acting
pursuant to an instrument of delegation
dated [##]) in the presence of:

Signature ←

Signature of witness ←

Name of witness (print)

Address of witness

Occupation

Attachment 1: Specifications

Attachment 2: Workers and Wages report in accordance with clause 6
