

UNIT STAT REVIEW CHECKLIST

- ☐ Beginning 90-120 days prior to the Unit Stat Filing, Claims Status Reports will be requested and reviewed for all unresolved injuries.
- ☐ All open case reserves validated prior to Unit Statistical filing.
- ☐ All claims will be checked to be sure they are valid claims and were indeed incurred by the employer.
- ☐ All claims will be checked to be sure they are assigned to the proper state where the claim occurred.
- ☐ All payroll figures are to be checked and validated as correct based on final audit billings.
- ☐ All efforts will be made to ensure that all closeable claims are processed prior to Unit Stat filings.
- ☐ All efforts will be made to be sure that money owed for subrogated claims will be processed and collected prior to Unit Stat filings.
- ☐ All claims subject to subrogating will be identified and efforts made to track and resolve them prior to Unit Stat filings.
- ☐ A Loss Run review will be performed within 15 days prior to the Unit Stat filing. The assures that all claims filed are correct and that reserves set are based upon accurate reflections of injured worker's work and duty status.